

# PHAPlans

5YearPlanforFiscalYears2000 –2004

AdoptedbyCityCouncil:March30,2000

AnnualPlanforFiscalYear2002 -2003

# CITYOFTEMPE

**NOTE: THIS PHA PLAN TEMPLATE (HUD50075) IS TO BE COMPLETED IN  
ACCORDANCE WITH INSTRUCTIONS LOCATED IN APPLICABLE EPIH NOTICES**

## **PHA Plan Agency Identification**

**PHAName:** City of Tempe, Arizona Housing Authority

**PHANumber:** AZ031

**PHAFiscalYearBeginning:(mm/yyyy)** 07/2002

### **Public Access to Information**

**Information regarding any activities outlined in this plan can be obtained by contacting:(select all that apply)**

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices

### **Display Locations For PHA Plans and Supporting Documents**

The PHA Plans (including attachments) are available for public inspection at: (select all that apply)

- ☒ Main administrative office of the PHA
- ☐ PHA development management offices
- ☐ PHA local offices
- ☐ Main administrative office of the local government
- ☐ Main administrative office of the County government
- ☐ Main administrative office of the State government
- ☐ Public library
- ☐ PHA website
- ☐ Other (list below)

PHA Plan Supporting Documents are available for inspection at: (select all that apply)

- ☒ Main business office of the PHA
- ☐ PHA development management offices
- ☐ Other (list below)

## **5-YEAR PLAN PHA FISCAL YEARS 2000 -2004**

## **A.Mission**

State the PHA's mission for serving the needs of low-income, very low income, and extreme ly low -income families in the PHA's jurisdiction. (select one of the choices below)

☐ The mission of the PHA is the same as that of the Department of Housing and Urban Development: To promote adequate and affordable housing, economic opportunity and a suitable living environment free from discrimination.

☒ The PHA's mission is: (state mission here)

**The mission of the City of Tempe Housing Authority is to promote adequate, affordable housing, economic opportunity, and a suitable living environment for the families we serve, without discrimination.**

## **B.Goals**

The goals and objectives listed below are derived from HUD's strategic Goals and Objectives and those emphasized in recent legislation. PHA may select any of these goals and objectives as their own, or identify other goals and/or objectives. Whether selecting the HUD-suggested objectives or their own, PHA **STRONGLY EN COURAGED TO IDENTIFY QUANTIFIABLE MEASURES OF SUCCESS IN REACHING THEIR OBJECTIVES OVER THE COURSE OF THE 5 YEARS**. (Quantifiable measures would include target sets such as: numbers of families served or PHA scores achieved.) PHA should identify these measures in the space to the right of or below the stated objectives.

**HUD Strategic Goal: Increase the availability of decent, safe, and affordable housing.**

☒ PHA Goal: Expand the supply of assisted housing  
Objectives:

☒ Apply for additional rental vouchers:

☐ Reduce public housing vacancies:

☒ Leverage private or other public funds to create additional housing opportunities:

☐ Acquire or build units or developments

☐ Other (list below)

☒ PHA Goal: Improve the quality of assisted housing  
Objectives:

☐ Improve public housing management: (PHA score)

- ☒ Improve voucher management: (SEMAP score)
- ☒ Increase customer satisfaction:
- ☒ Concentrate on efforts to improve specific management functions:  
(unit inspections, annual reexam process)
- ☐ Renovate or modernize public housing units:
- ☐ Demolish or dispose of obsolete public housing:
- ☐ Provide replacement public housing:
- ☐ Provide replacement vouchers:
- ☐ Other: (list below)

- ☒ PHA Goal: Increase assisted housing choices  
Objectives:
  - ☒ Provide voucher mobility counseling:
  - ☒ Conduct outreach efforts to potential voucher landlords
  - ☒ Increase voucher payment standards
  - ☒ Implement voucher homeownership program:
  - ☐ Implement public housing or other homeownership programs:
  - ☐ Implement public housing site -based waiting lists:
  - ☐ Convert public housing to vouchers:
  - ☐ Other: (list below)

### **HUD Strategic Goal: Improve community quality of life and economic vitality**

- ☒ PHA Goal: Provide an improved living environment  
Objectives:
  - ☐ Implement measures to deconcentrate poverty by bringing higher income public housing households into lower income developments:
  - ☐ Implement measures to promote income mixing in public housing by assuring access for lower income families into higher income developments:
  - ☐ Implement public housing security improvements:
  - ☐ Designate developments or buildings for particular resident groups (elderly, persons with disabilities)
  - ☒ Other: (list below)  
Implement measures to promote Section 8 participation from landlords with properties in non -impacted areas.

### **HUD Strategic Goal: Promote self -sufficiency and asset development of families and individuals**

☒ PHAGoal:Promoteself -sufficiencyandassetdevelopmentofassisted households

Objectives:

- ☒ Increasethenumberandpercentageofemployedpersonsinassisted families:
- ☒ Provideorattractsupportiveservicestoimproveassistancerecipients' employability:
- ☒ Provideorattractsupportiveservicestoincreaseindependenceforthe elderlyorfamilieswithdisabilities.
- ☒ Other:(listbelow)  
ContinuetoaggressivelymarketourFamilySelf -SufficiencyProgramto programparticipants.

### **HUDStrategicGoal:EnsureEqualOpportunityinHousingforallAmericans**

☒ PHAGoal:Ensureequalopportunityandaffirmativelyfurtherfairhousing

Objectives:

- ☒ Undertakeaffirmativemeasurestoensureaccesstoassistedhousing regardless of race, color, religion national origin, sex, familial status, and disability:
- ☒ Undertakeaffirmativemeasurestoprovideasuitablelivingenvironment forfamilieslivinginassistedhousing,regardless of race, color, religion national origin, sex, familial status, and disability:
- ☒ Undertakeaffirmativemeasurestoensureaccessiblehousingtopersons withallvarietiesof disabilities regardless of units size required:
- ☒ Other:(listbelow)  
ContinuetoadministertheCity'sfairhousingactivitieswithinthe HousingServicesDivision

### **OtherPHAGoalsandObjectives:(listbelow)**

None.

**AnnualPHAPlan**  
**PHAFiscalYear2002 -2003**  
[24CFRPart903.7]

**i. AnnualPlanType:**

Select which type of Annual Plan the PHA will submit.

- ☐ **Standard Plan**
- ☒ **Streamlined Plan:**
- ☒ **High Performing PHA**
- ☐ **Small Agency (<250 Public Housing Units)**
- ☒ **Administering Section 8 Only**
- ☐ **Troubled Agency Plan**

**ii. Executive Summary of the Annual PHA Plan**

[24CFRPart903.79(r)]

Provide a brief overview of the information in the Annual Plan, including highlights of major initiatives and discretionary policies the PHA has included in the Annual Plan.

The City of Tempe Housing Authority has prepared this Annual Plan in compliance with Section 511 of the Quality Housing and Work Responsibility Act of 1998 and the ensuing HUD requirements.

Our Annual Plan is based on the premise that if we accomplish the goals and objectives we've outlined in this plan, we will be working towards the achievement of our mission.

The plans, statements, budget summary, policies, etc., set forth in this Plan all lead towards the accomplishment of our goals and objectives and are consistent with the City's Consolidated Plan.

We have established the following primary goals and objectives for the next five years:

- **To manage the City of Tempe Housing Authority's Section 8 Rental Assistance program in an efficient and effective manner.**  
Our agency is funded to operate the Section 8 Housing Choice Voucher Programs. Our first priority is to assure that this program is administered properly. HUD has implemented the Section 8 Existing Management Assessment Program (SEMAP). It is our priority to strive to be a high performer under SEMAP during the course of this Annual Plan. This was accomplished in FY 2002 when our agency received its first SEMAP score of 96%.

Our agency shall also promote motivating work environment with a capable and efficient team of employees to operate as a customer -friendly and fiscally prudent leader in the housing industry.

- **To expand the range and quality of housing choices available to participants in our tenant -based program.**

Funding for new Section 8 Vouchers is dependent upon factors beyond our control. It is critical therefore, to seek new ways of expanding affordable housing opportunities for the lower income residents of our City.

We will work to attract new landlords who wish to participate in the program. We will administer our first time home buyers program for Family Self -Sufficiency participants. We will also continue to review opportunities for collaboration with other agencies for home ownership opportunities and other affordable housing programs within the City.

- **To increase economic opportunities for our program participants**

We will continue to administer the Family Self -Sufficiency Program within our Section 8 Program. We will continue to market the program to all Section 8 participants through letters, newsletters and briefings from Housing Authority staff members.

In summary, our Annual Plan places us on course to meet the needs of the families we serve in the City of Tempe.



### **iii. Annual Plan Table of Contents**

[24CFR Part 903.79(r)]

Provide a table of contents for the Annual Plan, including attachments, and a list of supporting documents available for public inspection.

#### **Table of Contents**

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#### **Attachments**

Indicate which attachments are provided by selecting all that apply. Provide the attachment's name (A, B, etc.) in the space to the left of the name of the attachment. Note: If the attachment is provided as a **SEPARATE** file submission from the PHA Plans file, provide the filename in parentheses in the space to the right of the title.

#### **Required Attachments:**

- ☐ Admissions Policy for Deconcentration -n/a for Section 8
- ☐ FY2000 Capital Fund Program Annual Statement -n/a for Section 8
- ☐ Most recent board -approved operating budget (Required Attachment for PHAs that are troubled or at risk of being designated troubled ONLY) -n/a for Sec. 8

#### **Optional Attachments:**

- ☒ A. PHA Management Organizational Chart
- ☐ FY2000 Capital Fund Program 5 Year Action Plan -n/a for Section 8
- ☐ Public Housing Drug Elimination Program (PHDEP) Plan -n/a for Section 8

- ☒ B. Comments of Resident Advisory Board or Boards (must be attached if not included in PHA Plan text)
- ☒ Other (List below, providing each attachment name)
- C. Cooperation Agreement between TANF and PHA
- D. Resolution 2002.15, Approval of the City of Tempe Housing Authority's Annual.
- E. HUD -50075; Certification by State or Local Official of PHA Plans Consistency with the Consolidated Plan.
- F. PHA Certification of Compliance with the PHA Plans and Related Regulations
- G. Public Notices

### Supporting Documents Available for Review

Indicate which documents are available for public review by placing a mark in the "Applicable & On Display" column in the appropriate rows. All listed documents must be on display if applicable to the program activities conducted by the PHA.

List of Supporting Documents Available for Review		
Applicable & On Display	Supporting Document	Applicable Plan Component
✓	PHA Plan Certification of Compliance with the PHA Plans and Related Regulations	5 Year and Annual Plans
✓	State/Local Government Certification of Consistency with the Consolidated Plan	5 Year and Annual Plans
✓	Fair Housing Documentation: Records reflecting that the PHA has examined its programs or proposed programs, identified any impediments to fair housing choice in those programs, addressed or is addressing those impediments in a reasonable fashion in view of the resources available, and worked or is working with local jurisdictions to implement any of the jurisdictions' initiatives to affirmatively further fair housing that require the PHA's involvement.	5 Year and Annual Plans
✓	Consolidated Plan for the jurisdiction/s in which the PHA is located (which includes the Analysis of Impediments to Fair Housing Choice (AI)) and any additional backup data to support statement of housing needs in the jurisdiction	Annual Plan: Housing Needs
N/A	Most recent board -approved operating budget for the public housing program	Annual Plan: Financial Resources;
N/A	Public Housing Admissions and (Continued) Occupancy Policy (A&O), which includes the Tenant Selection and Assignment Plan [TSAP]	Annual Plan: Eligibility, Selection, and Admissions Policies
✓	Section 8 Administrative Plan	Annual Plan: Eligibility, Selection, and Admissions Policies
N/A	Public housing rent determination policies, including the methodology for setting public housing flat rents <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
N/A	Schedule of flat rents offered each public housing development <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Rent Determination
✓	Section 8 rent determination (payment standard) policies <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Rent Determination
N/A	Public housing management and maintenance policy documents, including policies for the prevention or eradication of pest infestation (including cockroach infestation)	Annual Plan: Operations and Maintenance
N/A	Public housing grievance procedures <input type="checkbox"/> check here if included in the public housing A&O Policy	Annual Plan: Grievance Procedures
✓	Section 8 informal review and hearing procedures <input checked="" type="checkbox"/> check here if included in Section 8 Administrative Plan	Annual Plan: Grievance Procedures
N/A	The HUD - approved Capital Fund/Comprehensive Grant Program Annual Statement (HUD 52837) for the active grant year	Annual Plan: Capital Needs
N/A	Most recent CIAP Budget/Progress Report (HUD 52825) for any active CIAP grant	Annual Plan: Capital Needs
N/A	Most recent, approved 5 Year Action Plan for the Capital Fund/Comprehensive Grant Program, if not included as an attachment (provided at PHA option)	Annual Plan: Capital Needs
N/A	Approved HOPE VI applications or, if more recent, approved or submitted HOPE VI Revitalization Plans or any other approved proposal for development of public housing	Annual Plan: Capital Needs
N/A	Approved or submitted applications for demolition and/or disposition of public housing	Annual Plan: Demolition and Disposition
N/A	Approved or submitted applications for designation of public housing (Designated Housing Plans)	Annual Plan: Designation of Public Housing
N/A	Approved or submitted assessments of reasonable revitalization of public housing and approved or submitted conversion plans prepared pursuant to section 202 of the 1996 HUD Appropriations Act	Annual Plan: Conversion of Public Housing
N/A	Approved or submitted public housing homeownership programs/plans	Annual Plan: Homeownership
✓	Policies governing any Section 8 Homeownership program <input checked="" type="checkbox"/> check here if included in the Section 8 Administrative Plan	Annual Plan: Homeownership
✓	Any cooperative agreement between the PHA and the TANF agency	Annual Plan: Community Service & Self-Sufficiency

<b>List of Supporting Documents Available for Review</b>		
<b>Applicable &amp; On Display</b>	<b>Supporting Document</b>	<b>Applicable Plan Component</b>
✓	FSS Action Plan/s for public housing and/or Section 8	Annual Plan: Community Service & Self - Sufficiency
N/A	Most recent self - sufficiency (ED/SS, TOP or ROSS or other resident services grant) grant program reports	Annual Plan: Community Service & Self - Sufficiency
N/A	The most recent Public Housing Drug Elimination Program (PHDEP) semi - annual performance report for any open grant and most recently submitted PHDEP application (PHDEP Plan)	Annual Plan: Safety and Crime Prevention
✓	The most recent fiscal year audit of the PHA conducted under section 5(h)(2) of the U.S. Housing Act of 1937 (42 U.S.C. 1437c(h)), the results of that audit and the PHA's response to any findings	Annual Plan: Annual Audit
N/A	Troubled PHAs: MOA/Recovery Plan	Troubled PHAs
	Other supporting documents (optional) (list individually; use as many lines as necessary)	(specify as needed)

## **1. Statement of Housing Needs**

[24 CFR Part 903.79(a)]

### **A. Housing Needs of Families in the Jurisdiction/s Served by the PHA**

Based upon the information contained in the Consolidated Plan/s applicable to the jurisdiction, and/or other data available to the PHA, provide a statement of the housing needs in the jurisdiction by completing the following table. In the "Overall" Needs column, provide the estimated number of renter

families that have housing needs. For the remaining characteristics, rate the impact of that factor on the housing needs for each family type, from 1 to 5, with 1 being “no impact” and 5 being “severe impact.” Use N/A to indicate that no information is available upon which the PHA can make the assessment.

<b>Housing Needs of Families in the Jurisdiction by Family Type</b>							
Family Type	Overall	Afford- ability	Supply	Quality	Access- ibility	Size	Loca- tion
Income ≤ 30% of AMI	285	3	3	2	1	4	3
Income > 30% but ≤ 50% of AMI	384	3	3	2	1	2	3
Income > 50% but < 80% of AMI	874	3	3	2	1	2	3
Elderly	6391	2	3	2	4	1	3
Families with Disabilities	3553	2	3	2	4	1	3
Race/Ethnicity 2/2	1927	3	3	2	1	2	3
Race/Ethnicity 4/2	2656	3	3	2	1	2	3
Race/Ethnicity 3/2	858	3	3	2	1	2	3
Race/Ethnicity 1/1	6861	3	3	2	1	2	3

What sources of information did the PHA use to conduct this analysis? (Check all that apply; all materials must be made available for public inspection.)

- ☐ Consolidated Plan of the Jurisdiction/s  
Indicate year:
- ☐ U.S. Census data: the Comprehensive Housing Affordability Strategy (“CHAS”) dataset
- ☐ American Housing Survey data  
Indicate year:
- ☐ Other housing market study  
Indicate year:
- ☒ Other sources: (list and indicate year of information)  
Locally generated information including PHA, General Plan, Land Use and Housing inventory, housing condition survey, 1999/2000. Data will be updated when new census data is available.

## **B. Housing Needs of Families on the Public Housing and Section 8 Tenant-Based Assistance Waiting Lists**

State the housing needs of the families on the PHA’s waiting list/s. **Complete one table for each type of PHA - wide waiting list administered by the PHA.** PHAs may provide separate tables for site-based or sub-jurisdictional public housing waiting lists at their option.

<b>Housing Needs of Families on the Waiting List</b>
--

Housing Needsof FamiliesontheWaitingList			
Waitinglisttype:(selectone)			
<input checked="" type="checkbox"/> Section8tenant -basedassistan ce			
<input type="checkbox"/> PublicHousing			
<input type="checkbox"/> CombinedSection8andPublicHousing			
<input type="checkbox"/> PublicHousingSite -Basedorsub -jurisdictionalwaitinglist(optional)			
Ifused,identifywhichdevelopment/subjurisdiction:			
	#offamilies	%oftotalfamilies	AnnualTurnover
Waitinglisttotal	1656		300
Extremelylow income<=30% AMI	1222	74%	
Verylowincome (>30%but<=50% AMI)	434	26%	
Lowincome (>50%but<80% AMI)	0	0	
Familieswith children	1340	81%	
Elderlyfamilies	071	04%	
Familieswith Disabilities	245	15%	
Race/ethnicity1/2	745	45%	
Race/ethnicity2/2	414	25%	
Race/ethnicity1/1	397	24%	
Race/ethnicity3/2	083	05%	
Race/ethnicity4/2	017	01%	
Characteristicsby BdrmSize(Public HousingOnly)	N/A	N/A	N/A
1BR			
2BR			
3BR			
4BR			
5BR			
5+BR			
Isthewaitinglistclosed(selectone)? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
Ifyes:			
Howlonghasitbeenclosed(#ofmonths)?6months			
DoesthePHAexpecttoreopenthelistintheP HAPlanyear? <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes			
DoesthePHApermitspecificcategoriesoffamiliesontothewaitinglist,evenif generallyclosed? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes			

### C.StrategyforAddressingNeeds

ProvideabriefdescriptionofthePHA'sstrategyforaddressingthehousingneedsoffamiliesinthe jurisdictionandonthewaitinglist **INTHEUPCOMINGYEAR** ,andtheAgency'sreasonsfor choosingthisstrategy.

#### (1)Strategies

**Need:Shortageofaffordablehousingforalleligiblepopulations**

#### **Strategy1.MaximizethenumberofaffordableunitsavailabletothePHAwithin itscurrentresourcesby:**

Selectallthatapply

- ☐ Employeffectivemaintenanceandmanagementpoliciestominimizethe numberofpublichousingunitsoff -line
- ☐ Reduceturnovertimeforvacatedpublichousingunits
- ☐ Reducetimetorenovatepublichousingunits
- ☐ Seekreplacementofpublichousingunitslosttotheinventorythroughmixed financedevelopment
- ☐ Seekreplacementofpublichousingunitslosttotheinventorythroughsection 8replacementhousingresources
- ☒ Maintainorincreasesection8lease -upratesbyestablishingpaymentstandards thatwillenablefamieliestorentthroughoutthejurisdiction
- ☒ Undertakemeasurestoensureaccesstoaffordablehousingamongfamilies assistedbythePHA,regardlessoffunitsizerequired
- ☒ Maintainorincreasesection8lease -upratesbymarketingtheprogramto owners,particularlythoseoutsideofareasofminorityandpoverty concentration
- ☒ Maintainorincreasesection8lease -upratesbyeffectivelyscreeningSection8 applicantstoincreaseowneracceptanceofprogram
- ☒ ParticipateintheConsolidatedPlandevelopmentprocesstoensure coordinationwithbroadercommunitystrategies
- ☐ Other(listbelow)

#### **Strategy2:Increasethenumberofaffordablehousingunitsby:**

Selectallthatapply

- ☒ Applyforadditionalsection8unitsshouldtheybecomeavailable
- ☐ Leverageaffordablehousingresourcesinthecommunitythroughthecreation ofmixed -financehousing

- ☒ Pursue housing resources other than public housing or Section 8 tenant-based assistance.
- ☐ Other: (list below)

**Need: Specific Family Types: Families at or below 30% of median**

**Strategy 1: Target available assistance to families at or below 30% of AMI**

Select all that apply

- ☐ Exceed HUD federal targeting requirements for families at or below 30% of AMI in public housing
- ☒ Exceed HUD federal targeting requirements for families at or below 30% of AMI in tenant-based section 8 assistance
- ☐ Employ admissions preferences aimed at families with economic hardships
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

**Need: Specific Family Types: Families at or below 50% of median**

**Strategy 1: Target available assistance to families at or below 50% of AMI**

Select all that apply

- ☒ Employ admissions preferences aimed at families who are working
- ☒ Adopt rent policies to support and encourage work
- ☐ Other: (list below)

**Need: Specific Family Types: The Elderly**

**Strategy 1: Target available assistance to the elderly:**

Select all that apply

- ☐ Seek designation of public housing for the elderly
- ☒ Apply for special -purpose voucher targeted to the elderly, should they become available
- ☒ Other: (list below)  
The Housing Authority will provide waiting list preferences for elderly applicants.

**Need: Specific Family Types: Families with Disabilities**

**Strategy 1: Target available assistance to Families with Disabilities:**

Select all that apply

- ☐ Seek designation of public housing for families with disabilities
- ☐ Carry out the modifications needed in public housing based on the section 504 Needs Assessment for Public Housing
- ☒ Apply for special -purpose voucher targeted to families with disabilities, should they become available



- ☒ Affirmatively market to local non-profit agencies that assist families with disabilities
- ☒ Other: (list below)  
The Housing Authority will provide waiting list preferences for persons with disabilities.

**Need: Specific Family Types: Races or ethnicities with disproportionate housing needs**

**Strategy 1: Increase awareness of PHA resources among families of races and ethnicities with disproportionate needs:**

Select if applicable

- ☒ Affirmatively market to races/ethnicities shown to have disproportionate housing needs
- ☐ Other: (list below)

**Strategy 2: Conduct activities to affirmatively further fair housing**

Select all that apply

- ☒ Counsel section 8 tenants as to location of units outside of areas of poverty or minority concentration and assist them to locate those units
- ☒ Market the section 8 program to owners outside of areas of poverty/minority concentrations
- ☒ Other: (list below)  
The Housing Authority, working with the City's Fair Housing Coordinators, will provide fair housing outreach to Section 8 families and landlords.

**Other Housing Needs & Strategies: (list needs and strategies below)**

**(2) Reasons for Selecting Strategies**

Of the factors listed below, select all that influenced the PHA's selection of the strategies it will pursue:

- ☐ Funding constraints
- ☐ Staffing constraints
- ☐ Limited availability of sites for assisted housing
- ☐ Extent to which particular housing needs are met by other organizations in the community
- ☒ Evidence of housing needs as demonstrated in the Consolidated Plan and other information available to the PHA

- ☒ Influence of the housing market on PHA programs
- ☒ Community priorities regarding housing assistance
- ☐ Results of consultation with local or state government
- ☐ Results of consultation with residents and the Resident Advisory Board
- ☐ Results of consultation with advocacy groups
- ☐ Other: (list below)

## **2. Statement of Financial Resources**

[24CFR Part 903.79(b)]

List the financial resources that are anticipated to be available to the PHA for the support of Federal public housing and tenant-based Section 8 assistance programs administered by the PHA during the Plan year. Note: the table assumes that Federal public housing or tenant-based Section 8 assistance grant funds are expended on eligible purposes; therefore, uses of these funds need not be stated. For other funds, indicate the use for those funds as one of the following categories: public housing operations, public housing capital improvements, public housing safety/security, public housing supportive services, Section 8 tenant-based assistance, Section 8 supportive services or other.

<b>Financial Resources: Planned Sources and Uses</b>		
<b>Sources</b>	<b>Planned \$</b>	<b>Planned Uses</b>
<b>1. Federal Grants (FY 2002 grants)</b>	\$9,406,928	
a) Public Housing Operating Fund	N/A	
b) Public Housing Capital Fund	N/A	
c) HOPE VI Revitalization	N/A	
d) HOPE VI Demolition	N/A	
e) Annual Contributions for Section 8 Tenant-Based Assistance	\$7,015,447	
f) Public Housing Drug Elimination Program (including any Technical Assistance funds)	N/A	
g) Resident Opportunity and Self-Sufficiency Grants	N/A	
h) Community Development Block Grant	\$1,893,000	
i) HOME	\$498,481	
Other Federal Grants (list below)		
<b>2. Prior Year Federal Grants (unobligated funds only) (list below)</b>		
<b>3. Public Housing Dwelling Rental Income</b>	N/A	

Financial Resources: Planned Sources and Uses		
Sources	Planned \$	Planned Uses
<b>4. Other income</b> (list below)		
<b>4. Non -federal sources</b> (list below)		
City match for HOME	\$124,620	
City CIP for Neighbor hood Reinvest.	\$500,000	
<b>Total resources</b>	<b>\$10,031,548</b>	

### **3. PHA Policies Governing Eligibility, Selection, and Admissions**

[24CFR Part 903.79(c)]

#### **A. Public Housing -N/A To City of Tempe -Go To Part B**

Exemptions: PHA that do not administer public housing are not required to complete subcomponent 3A.

#### **(1) Eligibility**

a. When does the PHA verify eligibility for admission to public housing? (select all that apply)

- ☐ When families are within a certain number of being offered a unit : (state number)
- ☐ When families are within a certain time of being offered a unit: (state time)
- ☐ Other: (describe)

b. Which non -income (screening) factors does the PHA use to establish eligibility for admission to public housing (select all that apply)?

- ☐ Criminal or Drug -related activity
- ☐ Rental history
- ☐ Housekeeping
- ☐ Other (describe)

c. ☐ Yes ☐ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?

d. ☐ Yes ☐ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?

e. ☐ Yes ☐ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC - authorized source)

## **(2)WaitingListOrganization**

a. Which methods does the PHA plan to use to organize its public housing waiting list  
(select all that apply)

- ☐ Community-wide list
- ☐ Sub-jurisdictional lists
- ☐ Site-based waiting lists
- ☐ Other (describe)

b. Where may interested persons apply for admission to public housing?

- ☐ PHA main administrative office
- ☐ PHA development/site management office
- ☐ Other (list below)

c. If the PHA plan to operate one or more site-based waiting lists in the coming year, answer each of the following questions; if not, skip to subsection **(3) Assignment**

1. How many site-based waiting lists will the PHA operate in the coming year?

2. ☐ Yes ☐ No: Are any or all of the PHA's site-based waiting lists new for the upcoming year (that is, they are not part of a previously HUD-approved site-based waiting list plan)?  
If yes, how many lists?

3. ☐ Yes ☐ No: May families be on more than one list simultaneously?  
If yes, how many lists?

4. Where can interested persons obtain more information about and sign up to be on the site-based waiting lists (select all that apply)?

- ☐ PHA main administrative office
- ☐ All PHA development management offices
- ☐ Management offices at developments with site-based waiting lists
- ☐ At the development to which they would like to apply
- ☐ Other (list below)

## **(3) Assignment**

a. How many vacant unit choices are applicants ordinarily given before they fall to the bottom of or are removed from the waiting list? (select one)

- ☐ One
- ☐ Two
- ☐ Three or More

b. ☐ Yes ☐ No: Is this policy consistent across all waiting list types?

c. If answer to b is no, list variations for any other than the primary public housing waiting list/s for the PHA:

#### **(4) Admissions Preferences**

a. Income targeting:

☐ Yes ☐ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 40% of all new admissions to public housing to families at or below 30% of median area income?

b. Transfer policies:

In what circumstances will transfer take precedence over new admissions? (list below)

- ☐ Emergencies
- ☐ Overhoused
- ☐ Underhoused
- ☐ Medical justification
- ☐ Administrative reasons determined by the PHA (e.g., to permit modernization work)
- ☐ Resident choice: (state circumstances below)
- ☐ Other: (list below)

c. Preferences

1. ☐ Yes ☐ No: Has the PHA established preferences for admission to public housing (other than date and time of application)? (If "no" is selected, skip to subsection **(5) Occupancy**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences:

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- ☐ Victims of domestic violence
- ☐ Substandard housing
- ☐ Homelessness
- ☐ High rent burden (rent is > 50 percent of income)

Other preferences: (select below)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families

- ☐ Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Household that contribute to meeting income goals (broad range of incomes)
- ☐ Household that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

3. If the PHA will employ admissions preferences, please prioritize by placing a “1” in the space that represents your first priority, a “2” in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a points system), place the same number next to each. That means you can use “1” more than once, “2” more than once, etc.

#### Date and Time

#### Former Federal preferences:

Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)  
 Victims of domestic violence  
 Substandard housing  
 Homelessness  
 High rent burden

#### Other preferences (select all that apply)

- ☐ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☐ Residents who live and/or work in the jurisdiction
- ☐ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Household that contribute to meeting income goals (broad range of incomes)
- ☐ Household that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☐ Other preference(s) (list below)

#### 4. Relationship of preferences to income targeting requirements:

- ☐ The PHA applies preferences within income tiers
- ☐ Not applicable: the pool of applicant families ensures that the PHA will meet income targeting requirements

### **(5)Occupancy**

a. What reference materials can applicants and residents use to obtain information about the rules of occupancy of public housing (select all that apply)

- ☐ ThePHA -resident lease
- ☐ ThePHA's Admissions and (Continued) Occupancy policy
- ☐ PHA briefing seminars or written materials
- ☐ Other source (list)

b. How often must residents notify the PHA of changes in family composition? (select all that apply)

- ☐ At an annual reexamination and lease renewal
- ☐ Anytime family composition changes
- ☐ At family request for revision
- ☐ Other (list)

### **(6)Deconcentration and Income Mixing**

a. ☐ Yes ☐ No: Did the PHA's analysis of its family (general occupancy) development(s) to determine concentrations of poverty indicate the need for measures to promote deconcentration of poverty or income mixing?

b. ☐ Yes ☐ No: Did the PHA adopt any changes to its **admissions policies** based on the results of the required analysis of the need to promote deconcentration of poverty or to assure income mixing?

c. If the answer to b was yes, what changes were adopted? (select all that apply)

- ☐ Adoption of site -based waiting lists  
If selected, list targeted developments below:
- ☐ Employing waiting list "skipping" to achieve deconcentration of poverty or income mixing goals at targeted developments  
If selected, list targeted developments below:
- ☐ Employing new admission preferences at targeted developments  
If selected, list targeted developments below:
- ☐ Other (list policies and developments targeted below)

d. ☐ Yes ☐ No: Did the PHA adopt any changes to **other policies** based on the results of the required analysis of the need for deconcentration of poverty and income mixing?

e. If the answer to d was yes, how would you describe these changes? (select all that apply)

- ☐ Additional affirmative marketing
- ☐ Actions to improve the marketability of certain developments
- ☐ Adoption or adjustment of ceiling rents for certain developments
- ☐ Adoption of rent incentives to encourage deconcentration of poverty and income-mixing
- ☐ Other (list below)

f. Based on the results of the required analysis, in which developments will the PHA make special efforts to attract or retain higher -income families? (select all that apply)

- ☐ Not applicable: results of analysis did not indicate a need for such efforts
- ☐ List (any applicable) developments below:

g. Based on the results of the required analysis, in which developments will the PHA make special efforts to assure access for lower -income families? (select all that apply)

- ☐ Not applicable: results of analysis did not indicate a need for such efforts
- ☐ List (any applicable) developments below:

## B. Section 8

Exemptions: PHAs that do not administer section 8 are not required to complete sub -component 3B. Unless otherwise specified, all questions in this section apply only to the tenant -based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).

### (1) Eligibility

a. What is the extent of screening conducted by the PHA? (select all that apply)

- ☐ Criminal or drug -related activity only to the extent required by law or regulation
- ☒ Criminal and drug -related activity, more extensively than required by law or regulation
- ☒ More general screening than criminal and drug -related activity (list factors below)
- ☒ Other (list below)  
We will use databases from the Department of Public Safety for sex offender screening, the Superior Court database for court records, the Arizona Department of Corrections for inmate records. We will use other data bases to screen court records for criminal and drug -related activity as they become available. In addition, we will use both state -wide and national databases to



screen for debts owed to other Housing Agencies, evictions/terminations for family obligation violations, evictions/terminations for drug -related or criminal activity.

Our HA recently received our access number to be able to obtain criminal records through an NCIC -authorized source: the City of Tempe Police Department. During the fiscal year covered by this Annual Plan, our agency will be requesting criminal records from our city's law enforcement agency for screening purposes.

- b. ☐ Yes ☒ No: Does the PHA request criminal records from local law enforcement agencies for screening purposes?  
Not currently, but we plan to be during the fiscal year covered by this Plan.
- c. ☐ Yes ☒ No: Does the PHA request criminal records from State law enforcement agencies for screening purposes?
- d. ☐ Yes ☒ No: Does the PHA access FBI criminal records from the FBI for screening purposes? (either directly or through an NCIC -authorized source)  
Not currently, but we plan to be during the fiscal year covered by this Plan.
- e. Indicate what kind of information you share with prospective landlords? (select all that apply)
- ☐ Criminal or drug -related activity
- ☒ Other (describe below)
- Prior housing violations as a Program participant, previous landlord names and addresses, previous evictions and terminations.

## **(2) Waiting List Organization**

- a. With which of the following program waiting lists is the section 8 tenant -based assistance waiting list merged? (select all that apply)
- ☒ None
- ☐ Federal public housing
- ☐ Federal moderate rehabilitation
- ☐ Federal project -based certificate program
- ☐ Other federal or local program (list below)
- b. Where may interested persons apply for admission to section 8 tenant -based assistance? (select all that apply)
- ☒ PHA main administrative office
- ☐ Other (list below)

### (3) Search Time

- a. ☒ Yes ☐ No: Does the PHA give extensions on standard 60 -day period to search for a unit?

If yes, state circumstances below:

Our agency initially gives voucher holders a 90 -day period to locate suitable housing. The family must demonstrate that they have made a concentrated effort to locate a unit in the initial 90 -day period. If so, the search time will be extended an additional 30 days. Extensions may also be granted due to reasonable accommodation requests. Also extensions are granted if hardship circumstances are demonstrated, i.e. death in the family, serious illnesses, call to active military duty, etc.,

### (4) Admissions Preferences

- a. Income targeting

- ☒ Yes ☐ No: Does the PHA plan to exceed the federal targeting requirements by targeting more than 75% of all new admissions to the section 8 program to families at or below 30% of median area income?

- b. Preferences

1. ☒ Yes ☐ No: Has the PHA established preferences for admission to section 8 tenant-based assistance? (other than date and time of application) (if no, skip to subcomponent **(5) Special purpose section 8 assistance programs**)

2. Which of the following admission preferences does the PHA plan to employ in the coming year? (select all that apply from either former Federal preferences or other preferences)

Former Federal preferences

- ☐ Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)  
☐ Victims of domestic violence  
☐ Substandard housing  
☐ Homelessness  
☐ High rent burden (rent is > 50 percent of income)

Other preferences (select all that apply)

- ☒ Working families and those unable to work because of age or disability  
☐ Veterans and veterans' families  
☒ Residents who live and/or work in your jurisdiction

- ☒ Those enrolled currently in educational, training, or upward mobility programs  
☐ Households that contribute to meeting income goals (broad range of incomes)  
☐ Households that contribute to meeting income requirements (targeting)  
☐ Those previously enrolled in educational, training, or upward mobility programs  
☐ Victims of reprisals or hate crimes  
☒ Other preference(s) (list below)  
 Pref \_\_\_\_\_ erences for elderly or disabled households.

3. If the PHA will employ admissions preferences, please prioritize by placing a "1" in the space that represents your first priority, a "2" in the box representing your second priority, and so on. If you give equal weight to one or more of these choices (either through an absolute hierarchy or through a points system), place the same number next to each. That means you can use "1" more than once, "2" more than once, etc.

2                      Date and Time

Former Federal preferences

- Involuntary Displacement (Disaster, Government Action, Action of Housing Owner, Inaccessibility, Property Disposition)
- Victims of domestic violence
- Substandard housing
- Homelessness
- High rent burden

Other preferences (select all that apply)

- ☒ Working families and those unable to work because of age or disability
- ☐ Veterans and veterans' families
- ☒ Residents who live and/or work in your jurisdiction
- ☒ Those enrolled currently in educational, training, or upward mobility programs
- ☐ Households that contribute to meeting income goals (broad range of incomes)
- ☐ Households that contribute to meeting income requirements (targeting)
- ☐ Those previously enrolled in educational, training, or upward mobility programs
- ☐ Victims of reprisals or hate crimes
- ☒ Other preference(s) (list below)

Preferences for elderly or disabled households.

4. Among applicants on the waiting list with the equal preference status, how are applicants selected? (select one)

- ☒ Date and time of application
- ☐ Drawing (lottery) or other random choice technique

5.If the PHA plan to employ preferences for “residents who live and/or work in the jurisdiction” (select one)

- ☒ This preference has previously been reviewed and approved by HUD  
☐ The PHA requests approval for this preference through this PHA Plan

6.Relationship of preference to income targeting requirements: (select one)

- ☐ The PHA applies preferences within income tiers  
☒ Not applicable: the pool of applicant families ensure that the PHA will meet income targeting requirements

#### **(5) Special Purpose Section 8 Assistance Programs**

a. In which documents or other reference materials are the policies governing eligibility, selection, and admission to any special -purpose section 8 program administered by the PHA contained? (select all that apply)

- ☒ The Section 8 Administrative Plan  
☐ Briefing sessions and written materials  
☐ Other (list below)

b. How does the PHA announce the availability of any special -purpose section 8 programs to the public ?

- ☒ Through published notices  
☐ Other (list below)

#### **4. PHA Rent Determination Policies**

[24 CFR Part 903.79(d)]

##### **A. Public Housing – N/A to the City of Tempe; Goto Part B**

Exemptions: PHA that do not administer public housing are not required to complete sub -component 4A.

##### **(1) Income Based Rent Policies**

Describe the PHA’s income based rent setting policy/ies for public housing using, including discretionary (that is, not required by statute or regulation) income disregards and exclusions, in the appropriate spaces below.

a. Use of discretionary policies: (select one)

- ☐ The PHA will not employ any discretionary rent -setting policies for income based rent in public housing. Income -based rents are set at the higher of 30% of adjusted monthly income, 10% of unadjusted monthly income, the welfare rent, or minimum rent (less HUD mandatory deductions and exclusions). (If selected, skip to sub -component (2))

---or---

- ☐ ThePHAemploysdiscretionarypolicies fordeterminingincomebasedrent(If selected,continuetoquestionb.)

b.MinimumRent

1.WhatamountbestreflectsthePHA'sminimumrent?(selectone)

- ☐ \$0  
☐ \$1-\$25  
☐ \$26-\$50

2. ☐ Yes ☐ No:Has thePHAadoptedanydiscretionaryminimumrenthardship exemptionpolicies?

3.If yes to question2,list these policies below :

c. Rents set at less than 30% than adjusted income

1. ☐ Yes ☐ No :Does thePHAplant to charge rents at a fixed amount or percentage less than 30% of adjusted income?

2.If yes to above,list the amounts or percentages charged and the circumstances under which these will be used below:

d.Which of the discretionary(optional)deductions and/or exclusions policies does the PHA plant to employ(select all that apply)

- ☐ For the earned income of a previously unemployed household member  
☐ For increases in earned income  
☐ Fixed amount (other than general rent -setting policy)  
If yes, state amount/s and circumstances below:  
☐ Fixed percentage (other than general rent -setting policy)  
If yes, state percentage/s and circumstances below:  
☐ For household heads  
☐ For other family members  
☐ For transportation expenses  
☐ For the non -reimbursed medical expenses of non -disabled or non -elderly families  
☐ Other (describe below)

e.Ceil ing rents

1. Do you have ceiling rents?(rents set at a level lower than 30% of adjusted income) (select one)

- ☐ Yes for all developments  
☐ Yes but only for some developments

☐ No

2. For which kinds of developments are ceiling rents in place? (select all that apply)

- ☐ For all developments
- ☐ For all general occupancy developments (not elderly or disabled or elderly only)
- ☐ For specified general occupancy developments
- ☐ For certain parts of developments; e.g., the high-rise portion
- ☐ For certain size units; e.g., larger bedroom sizes
- ☐ Other (list below)

3. Select the space or spaces that best describe how you arrive at ceiling rents (select all that apply)

- ☐ Market comparability study
- ☐ Fair market rents (FMR)
- ☐ 95<sup>th</sup> percentile rents
- ☐ 75 percent of operating costs
- ☐ 100 percent of operating costs for general occupancy (family) developments
- ☐ Operating costs plus debt service
- ☐ The "rental value" of the unit
- ☐ Other (list below)

f. Rent determination:

1. Between income reexaminations, how often must tenants report changes in income or family composition to the PHA such that the changes result in an adjustment to rent? (select all that apply)

- ☐ Never
- ☐ At family option
- ☐ Anytime the family experiences an income increase
- ☐ Anytime a family experiences an income increase above a threshold amount or percentage: (if selected, specify threshold) \_\_\_\_\_
- ☐ Other (list below)

g. ☐ Yes ☐ No: Does the PHA plan to implement individual savings accounts for residents (ISAs) as an alternative to the required 12-month disallowance of earned income and phasing in of rent increases in the next year?

## **(2) Flat Rents**

1. In setting the market-based flat rents, what sources of information did the PHA use to establish comparability? (select all that apply.)

- ☐ The section 8 rent reasonableness study of comparable housing

- ☐ Survey of rents listed in local newspaper
- ☐ Survey of similar unassisted units in the neighborhood
- ☐ Other (list/describe below)

## B. Section 8 Tenant -Based Assistance

Exemptions: PHAs that do not administer Section 8 tenant -based assistance are not required to complete sub -component 4B. **Unless otherwise specified, all questions in this section apply only to the tenant -based section 8 assistance program (vouchers, and until completely merged into the voucher program, certificates).**

### (1) Payment Standards

Describe the voucher payment standards and policies .

a. What is the PHA's payment standard? (select the category that best describes your standard)

- ☐ At or above 90% but below 100% of FMR
- ☐ 100% of FMR
- ☒ Above 100% but at or below 110% of FMR
- ☐ Above 110% of FMR (if HUD approved; describe circumstances below)

b. If the payment standard is lower than FMR, why has the PHA selected this standard? (select all that apply)

- ☐ FMRs are adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☐ The PHA has chosen to serve additional families by lowering the payment standard
- ☐ Reflects market or submarket
- ☐ Other (list below)

c. If the payment standard is higher than FMR, why has the PHA chosen this level? (select all that apply)

- ☒ FMRs are not adequate to ensure success among assisted families in the PHA's segment of the FMR area
- ☒ Reflects market or submarket
- ☒ To increase housing options for families
- ☐ Other (list below)

d. How often are payment standards reevaluated for adequacy? (select one)

- ☐ Annually
- ☒ Other (list below)

As needed, at least annually.

e. What factors will the PHA consider in its assessment of the adequacy of its payment standard? (select all that apply)

- ☒ Success rates of assisted families
- ☒ Rent burden of assisted families
- ☐ Other (list below)

## **(2) Minimum Rent**

a. What amount best reflects the PHA's minimum rent? (select one)

- ☒ \$0
- ☐ \$1-\$25
- ☐ \$26-\$50

b. ☐ Yes ☒ No: Has the PHA adopted any discretionary minimum rent hardship exemption policies? (if yes, list below)

N/A

## **5. Operations and Management**

[24 CFR Part 903.79(e)]

Exemptions from Component 5: High performing and small PHAs are not required to complete this section. Section 8 only PHAs must complete parts A, B, and C(2)

### **A. PHA Management Structure**

Describe the PHA's management structure and organization.  
(select one)

- ☒ An organization chart showing the PHA's management structure and organization is attached.
- ☐ A brief description of the management structure and organization of the PHA follows:

### **B. HUD Programs Under PHA Management**

List Federal programs administered by the PHA, number of families served at the beginning of the upcoming fiscal year, and expected turnover in each. (Use "NA" to indicate that the PHA does not operate any of the programs listed below.)

<b>Program Name</b>	<b>Units or Families Served at Year Beginning (7/1/99)</b>	<b>Expected Turnover</b>
Public Housing	N/A	N/A
Section 8 Vouchers	1037	120
Section 8 Certificates	N/A	N/A
Section 8 Mod Rehab	N/A	N/A
Special Purpose Section 8 Certificates/Vouchers (list individually)	N/A	N/A
Public Housing Drug		



EliminationProgram (PHDEP)	N/A	N/A
OtherFederal Programs(list individually)	N/A	N/A
FamilySelf -Sufficiency	57	10

### C.ManagementandMaintenancePolicies

ListthePH A'spublichousingmanagementandmaintenancelpolicydocuments,manualsandhandbooks thatcontaintheAgency'srules,standards,andpolicieshatgovernmaintenanceandmanagementof publichousing,includingadescriptionofanymeasuresnecessaryfort hepreventionoreradicationof pestinfestation(whichincludescockroachinfestation)andthepoliciesgoverningSection8 management.

(1)PublicHousingMaintenanceandManagement:(listbelow)

N/A

(2)Section8Management:(listbelow)

- Section8AdministrativeManual
- Section8ProceduresManual
- FamilySelf -SufficiencyActionPlan
- ADA/504ComplianceManual
- CodeofFederalRegulations

## 6. PHAGrievanceProcedures

[24CFRPart903.79(f)]

Exemptionsfromcomponent6:HighperformingPHAsarenot requiredtocompletecomponent6.  
Section8 -OnlyPHAsareexemptfromsub -component6A.

### A. PublicHousing

1. ☐ Yes ☐ No:Has the PHA established any writtengrievanceproceduresin additiontofederalrequirementsfoundat 24CFRPart966, SubpartB,forresidentsofpublichousing?

Ifyes,listadditionstofederalrequirementsbelow:

2.WhichPHAofficeshouldresidentsorapplicantstopublichousingcontactto initiate the PHA grievance process?(selectallthatapply )

- ☐ PHAmainadministrativeoffice
- ☐ PHAdevelopmentmanagementoffices
- ☐ Other(listbelow)

### B.Section8Tenant -BasedAssistance

1. ☒ Yes ☐ No: Has the PHA established informal review procedures for applicants to the Section 8 tenant-based assistance program and informal hearing procedures for families assisted by the Section 8 tenant-based assistance program in addition to federal requirements found at 24CFR 982?

If yes, list additions to federal requirements below:

For participants, a tenant conference will first be scheduled prior to a hearing.

This tenant conference will provide the participant with an opportunity to hear the information we have. The participant then has an opportunity to provide us with additional information.

2. Which PHA offices should applicants or assisted families contact to initiate the informal review and informal hearing processes? (select all that apply)

- ☒ PHA main administrative office  
☐ Other (list below)

## **7. Capital Improvement Needs**

[24CFR Part 903.79(g)]

Exemptions from Component 7: Section 8 only PHAs are not required to complete this component and may skip to Component 8.

### **A. Capital Fund Activities**

Exemptions from sub-component 7A: PHA that will not participate in the Capital Fund Program may skip to component 7B. All other PHAs must complete 7A as instructed.

### **(1) Capital Fund Program Annual Statement**

Using parts I, II, and III of the Annual Statement for the Capital Fund Program (CFP), identify capital activities the PHA is proposing for the upcoming year to ensure long-term physical and social viability of its public housing developments. This statement can be completed by using the CFP Annual Statement tables provided in the table library at the end of the PHA Plan template **OR**, at the PHA's option, by completing and attaching a properly updated HUD-52837.

Select one:

- ☐ The Capital Fund Program Annual Statement is provided as an attachment to the PHA Plan at Attachment (state name)

-or-

- ☐ The Capital Fund Program Annual Statement is provided below: (if selected, copy the CFP Annual Statement from the Table Library and insert there)

### **(2) Optional 5-Year Action Plan**

Agencies are encouraged to include a 5-Year Action Plan covering capital work items. This statement can be completed by using the 5-Year Action Plan table provided in the table library at the end of the PHA Plan template **OR** by completing and attaching a properly updated HUD-52834.

- a. ☐ Yes ☐ No: Is the PHA providing an optional 5 -Year Action Plan for the Capital Fund? (if no, skip to sub -component 7B)
- b. If yes to question a, select one:
- ☐ The Capital Fund Program 5 -Year Action Plan is provided as an attachment to the PHA Plan at Attachment (state name
- or-
- ☐ The Capital Fund Program 5 -Year Action Plan is provided below: (if selected, copy the CF P optional 5 Year Action Plan from the Table Library and insert here)

## **B. HOPE VI and Public Housing Development and Replacement Activities (Non -Capital Fund)**

Applicability of sub -component 7B: All PHAs administering public housing. Identify any approved HOPE VI and/or public housing development or replacement activities not described in the Capital Fund Program Annual Statement.

- ☐ Yes ☐ No: a) Has the PHA received a HOPE VI revitalization grant? (if no, skip to question c; if yes, provide responses to question b for each grant, copying and completing as many times as necessary)
- b) Status of HOPE VI revitalization grant (complete one set of questions for each grant)

1. Development name:

2. Development (project) number:

3. Status of grant: (select the statement that best describes the current status)

- ☐ Revitalization Plan under development
- ☐ Revitalization Plan submitted, pending approval
- ☐ Revitalization Plan approved
- ☐ Activities pursuant to an approved Revitalization Plan underway

- ☐ Yes ☐ No: c) Does the PHA plan to apply for a HOPE VI Revitalization grant in the Plan year?

If yes, list development name/s below:

- ☐ Yes ☐ No: d) Will the PHA be engaging in any mixed -financed development activities for public housing in the Plan year?

If yes, list developments or activities below:

- ☐ Yes ☐ No: e) Will the PHA be conducting any other public housing development or replacement activities not discussed in the Capital Fund Program Annual Statement?

If yes, list developments or activities below:

## **8. Demolition and Disposition**

[24CFR Part 903.79(h)]

Applicability of component 8: Section 8 only PHAs are not required to complete this section.

1. ☐ Yes ☐ No: Does the PHA plan to conduct any demolition or disposition activities (pursuant to section 18 of the U.S. Housing Act of 1937 (42 U.S.C. 1437p)) in the plan Fiscal Year? (If "No", skip to component 9; if "yes", complete one activity description for each development.)

### 2. Activity Description

- ☐ Yes ☐ No: Has the PHA provided the activities description information in the **optional** Public Housing Asset Management Table? (If "yes", skip to component 9. If "No", complete the Activity Description table below.)

<b>Demolition/Disposition Activity Description</b>
1a. Development name:
1b. Development (project) number:
2. Activity type: Demolition <input type="checkbox"/> Disposition <input type="checkbox"/>
3. Application status (select one) Approved <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application <input type="checkbox"/>
4. Date application approved, submitted, or planned for submission: (DD/MM/YY)
5. Number of units affected:
6. Coverage of action (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development
7. Timeline for activity: a. Actual or projected start date of activity: b. Projected end date of activity:

## **9. Designation of Public Housing for Occupancy by Elderly Families or Families with Disabilities or Elderly Families and Families with Disabilities**

[24CFR Part 903.79(i)]

Exemptions from Component 9: Section 8 only PHAs are not required to complete this section.

1. ☐ Yes ☐ No: Has the PHA designated or applied for approval to designate or does the PHA plan to apply to designate any public housing for occupancy only by the elderly families or only by families with

disabilities,orbyelderlyfamiliesandfamilieswithdisabilities  
orwillapplyfordesignationforoccupancybyonlyelderly  
familiesoronlyfamilieswithdisabilities,orbyelderlyfamilies  
andfamilieswithdisabilitiesasprovidedbysection7ofthe  
U.S.HousingActof1937(42U.S.C.1437e)intheupcoming  
fiscalyear? (If“No”,skiptocomponent10.

If“yes”,completeoneactivitydescriptionforeach  
development,unless thePHAiseligibletocompletea  
streamlinedsubmission;PHAscompletingstreamlined  
submissionsmayskiptocomponent10.)

## 2.ActivityDescription

☐ Yes ☐ No: Has the PHA provided all required activity description  
information for this component in the **optional** Public Housing  
Asset Management Table? If “yes”, skiptocomponent10.If  
“No”, completetheActivityDescriptiontablebelow .

Designation of Public Housing Activity Description	
1a. Development name:	
1b. Development (project) number:	
2. Designation type:	
Occupancy by only the elderly	<input type="checkbox"/>
Occupancy by families with disabilities	<input type="checkbox"/>
Occupancy by only elderly families and families with disabilities	<input type="checkbox"/>
3. Application status (select one)	
Approved; included in the PHA's Designation Plan	<input type="checkbox"/>
Submitted, pending approval	<input type="checkbox"/>
Planned application	<input type="checkbox"/>
4. Date this designation approved, submitted, or planned for submission: (DD/MM/YY)	
5. If approved, will this designation constitute a (select one)	
<input type="checkbox"/> New Designation Plan	
<input type="checkbox"/> Revision of a previously -approved Designation Plan?	
6. Number of units affected:	
7. Coverage of action (select one)	
<input type="checkbox"/> Part of the development	
<input type="checkbox"/> Total development	

## 10. Conversion of Public Housing to Tenant -Based Assistance

[24CFR Part 903.79(j)]

Exemptions from Component 10; Section 8 only PHAs are not required to complete this section.

**A. Assessment of Reasonable Revitalization Pursuant to section 202 of the  
FY1996 HUD Appropriations Act**

**eHUD**

1. ☐ Yes ☐ No: Have any of the PHA's developments or portions of developments been identified by HUD or the PHA as covered under section 202 of the HUD FY1996 HUD Appropriations Act?

(If "No", skip to component 11; if "yes", complete one activity description for each identified development, unless eligible to complete a streamlined submission. PHAs completing streamlined submissions may skip to component 11.)

**2. Activity Description**

- ☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? If "yes", skip to component 11. If "No", complete the Activity Description table below.

<b>Conversion of Public Housing Activity Description</b>	
1a. Development name:	
1b. Development (project) number:	
2. What is the status of the required assessment? <input type="checkbox"/> Assessment underway <input type="checkbox"/> Assessment results submitted to HUD <input type="checkbox"/> Assessment results approved by HUD (if marked, proceed to next question) <input type="checkbox"/> Other (explain below)	
3. <input type="checkbox"/> Yes <input type="checkbox"/> No: Is a Conversion Plan required? (If yes, goto block 4; if no, goto block 5.)	
4. Status of Conversion Plan (select the statement that best describes the current status) <input type="checkbox"/> Conversion Plan in development <input type="checkbox"/> Conversion Plan submitted to HUD on: (DD/MM/YYYY) <input type="checkbox"/> Conversion Plan approved by HUD on: (DD/MM/YYYY) <input type="checkbox"/> Activities pursuant to HUD - approved Conversion Plan underway	
5. Description of how requirements of Section 202 are being satisfied by means other than conversion (select one) <input type="checkbox"/> Units addressed in a pending or approved demolition application (date submitted or approved:	

- ☐ Units addressed in a pending or approved HOPE VI demolition application (date submitted or approved: )
- ☐ Units addressed in a pending or approved HOPE VI Revitalization Plan (date submitted or approved: )
- ☐ Requirements no longer applicable: vacancy rates are less than 10 percent
- ☐ Requirements no longer applicable: site now has less than 300 units
- ☐ Other: (describe below)

**B. Reserved for Conversions pursuant to Section 22 of the U.S. Housing Act of 1937**

**C. Reserved for Conversions pursuant to Section 33 of the U.S. Housing Act of 1937**

**11. Homeownership Programs Administered by the PHA**

[24CFR Part 903.79(k)]

The City of Tempe Housing Authority will offer a first -time home buyers program to Family Self -Sufficiency (FSS) Participants. Participants must have successfully completed two years of their FSS Contract of Participation. This homeownership program will be a partnership with New Town, a Community Development Corporation.

**A. Public Housing**

Exemptions from Component 11A: Section 8 only PHAs are not required to complete 11A.

1. ☐ Yes ☐ No: Does the PHA administer any homeownership programs administered by the PHA under an approved section 5(h) homeownership program (42 U.S.C. 1437c(h)), or an approved HOPE I program (42 U.S.C. 1437aaa) or has the PHA applied or plan to apply to administer any homeownership programs under section 5(h), the HOPE I program, or section 32 of the U.S. Housing Act of 1937 (42 U.S.C. 1437z -4). (If "No", skip to component 11B; if "yes", complete one activity description for each applicable program/plan, unless eligible to complete a streamlined submission due to **small PHA** or **high performing PHA** status. PHAs completing streamlined submissions may skip to component 11B. )

## 2. Activity Description

☐ Yes ☐ No: Has the PHA provided all required activity description information for this component in the **optional** Public Housing Asset Management Table? (If “yes”, skip to component 12. If “No”, complete the Activity Description table below.)

Public Housing Homeownership Activity Description (Complete one for each development affected)
1a. Development name: 1b. Development (project) number:
2. Federal Program authority: <input type="checkbox"/> HOPEI <input type="checkbox"/> 5(h) <input type="checkbox"/> Turnkey III <input type="checkbox"/> Section 32 of the USHA of 1937 (effective 10/1/99)
3. Application status: (select one) <input type="checkbox"/> Approved; included in the PHA's Homeownership Plan/Program <input type="checkbox"/> Submitted, pending approval <input type="checkbox"/> Planned application
4. Date Homeownership Plan/Program approved, submitted, or planned for submission: (DD/MM/YYYY)
5. Number of units affected: 6. Coverage of action: (select one) <input type="checkbox"/> Part of the development <input type="checkbox"/> Total development

## B. Section 8 Tenant Based Assistance

1. ☒ Yes ☐ No: Does the PHA plan to administer a Section 8 Homeownership program pursuant to Section 8(y) of the U.S.H.A. of 1937, as implemented by 24 CFR part 982? (If “No”, skip to component 12; if “yes”, describe each program using the table below (copy and complete questions for each program identified), unless the PHA is eligible to complete a streamlined submission due to high performer status. **High performing PHAs** may skip to component 12.)

### 2. Program Description:

#### a. Size of Program



☒ Yes ☐ No: Will the PHA limit the number of families participating in the section 8 homeownership option?

If the answer to the question above was yes, which statement best describes the number of participants? (select one)

- ☒ 25 or fewer participants  
☐ 26- 50 participants  
☐ 51 to 100 participants  
☐ more than 100 participants

b. PHA -established eligibility criteria

☒ Yes ☐ No: Will the PHA's program have eligibility criteria for participation in its Section 8 Homeownership Option program in addition to HUD criteria? If yes, list criteria below:

Homeownership program participants must be FSS program participants and must have successfully completed the second year of their Contract of Participation.

## **12. PHA Community Service and Self -sufficiency Programs**

[24CFR Part 903.79(l)]

Exemptions from Component 12: High performing and small PHAs are not required to complete this component. Section 8 -Only PHAs are not required to complete sub -component C.

### **A. PHA Coordination with the Welfare (TANF) Agency**

1. Cooperative agreements:

☒ Yes ☐ No: Has the PHA entered into a cooperative agreement with the TANF Agency, to share information and/or target supportive services (as contemplated by section 12(d)(7) of the Housing Act of 1937)?

If yes, what was the date that agreement was signed? 03/22/00

2. Other coordination efforts between the PHA and TANF agency (select all that apply)

- ☒ Client referrals  
☒ Information sharing regarding mutual clients (for rent determinations and otherwise)  
☒ Coordinate the provision of specific social and self -sufficiency services and programs to eligible families  
☐ Jointly administer programs  
☐ Partner to administer a HUD Welfare -to-Work voucher program  
☐ Joint administration of other demonstration program  
☐ Other (describe)

### **B. Services and programs offered to residents and participants**

### **(1)General**

#### **a.Self -SufficiencyPolicies**

Which,ifanyofthefollowingdiscretionarypolicieswill thePHAemployto  
enhancetheeconomicandsocialself -sufficiencyofassistedfamiliesinthe  
followingareas?(selectallthatapply)

- ☐ Publichousingrentdeterminationpolicies
- ☐ Publichousingadmissionspolicies
- ☒ Section8admissionspolicies
- ☐ Preferenceinadmissiontosection8forcertainpublichousingfamilies
- ☒ Preferencesforfamiliesworkingorengagingintrainingoreducation  
programsfornon -housingprogramsoperatedorcoordinatedbythe  
PHA
- ☐ Preference/eligibilityforpublichousinghomeownershipoption  
participation
- ☒ Preference/eligibilityforsection8homeownershipoptionparticipation
- ☐ Otherpolicies(listbelow)

#### **b.EconomicandSocialself -sufficiencyprograms**

- ☒ Yes ☐ No: DoesthePHACoordinate,promoteorprovideany  
programstoenhancetheeconomicandsocialself -  
sufficiencyofresidents?(If“yes”,completethefollowing  
table;if“no”skiptosub -component2,FamilySelf  
SufficiencyPrograms.Thepositionofthetablemaybe  
alteredtofacilitateitsuse.)

<b>ServicesandPrograms</b>				
ProgramName&Description (includinglocation,ifappropriate)	Estimated Size	Allocation Method (waiting list/random selection/specific criteria/other)	Access (developmentoffice/ PHAMainoffice/ otherprovidername)	Eligibility (publichousingor section8 participantsor both)
FSSSupportGroups	20	FSSpriority	PHAMainOffice	Section8
CreditCounseling	15	FSSpriority	PHAMainOffice	Section8
Budgeting	30	FSSpriority	PHAMainOffice	Section8
MoneyManagement	20	FSSpriority	PHAMainOffice	Section8
ScholarshipOpportunities	10	FSSpriority	PHAMainOffice	Section8
Homeownership	25	FSSpriority	PHAMainOffice	Section8
Car101	10	FSSpriority	PHAMainOffice	Section8
IDEAGrant	15	FSSpriority	PHAMainOffice	Section8
FSSParticipantConference	26	FSSpriority	PHAMainOffice	Section8

### **(2)FamilySelfSufficiencyprogram/s**

a. Participation Description

Family Self Sufficiency (FSS) Participation		
Program	Required Number of Participants (start of FY 2000 Estimate)	Actual Number of Participants (As of: DD/MM/YY)
Public Housing	N/A	N/A
Section 8	57*	57

\*the PHA plans to administer a voluntary FSS program with a maximum number of 80 participants in the fiscal year covered by this Annual Plan.

- b. ☒ Yes ☐ No: If the PHA is not maintaining the minimum program size required by HUD, does the most recent FSS Action Plan address the steps the PHA plans to take to achieve at least the minimum program size?  
If no, list steps the PHA will take below:

**C. Welfare Benefit Reductions**

1. The PHA is complying with the statutory requirements of section 12(d) of the U.S. Housing Act of 1937 (relating to the treatment of income changes resulting from welfare program requirements) by: (select all that apply)

- ☐ Adopting appropriate changes to the PHA's public housing rent determination policies and train staff to carry out those policies
- ☒ Informing residents of new policy on admission and reexamination
- ☒ Actively notifying residents of new policy at times in addition to admission and reexamination.
- ☒ Establishing or pursuing a cooperative agreement with all appropriate TANF agencies regarding the exchange of information and coordination of services
- ☐ Establishing a protocol for exchange of information with all appropriate TANF agencies
- ☐ Other: (list below)

**D. Reserved for Community Service Requirement pursuant to section 12(c) of the U.S. Housing Act of 1937**

### **13.PHASafetyandCrimePreventionMeasures –N/AtoTempe**

[24CFRPart903.79(m)]

ExemptionsfromComponent13:HighperformingandsmallPHAsnotparticipatinginPHDEPand  
Section8OnlyPHAsmay skiptocomponent15.HighPerformingandsmallPHAsthatare  
participatinginPHDEPandareshsubmittingaPHDEPPlanwiththisPHAPlanmayskiptosub  
componentD.

#### **A.Needformeasurestoensurethesafetyofpublichousingresidents**

1.Describethe needformeasurestoensurethesafetyofpublichousingresidents

(selectallthatapply)

- ☐ Highincidenceofviolentand/or drug -relatedcrimeinsomeorallofthePHA's developments
- ☐ Highincidenceofviolentand/or drug-relatedcrimeintheareassurroundingor adjacenttothePHA'sdevelopments
- ☐ Residentsfearfulfortheirsafetyand/orthesafetyoftheirchildren
- ☐ Observedlower -levelcrime,vandalismand/orgraffiti
- ☐ Peopleonwaitinglistunwillingtomoveintooneormoredevelopmentsdueto perceivedand/oractuallevelsofviolentand/or drug -relatedcrime
- ☐ Other(describbelow)

2.WhatinformationordatadidthePHAusedtodeterminethe needforPHAactions  
toimprovesafetyofresidents(selectallthatapply).

- ☐ Safetyandsecuritysurveyofresidents
- ☐ Analysisofcrimestatisticsovertimeforcrimescommitted“inandaround” publichousingauthority
- ☐ Analysisofcosttrendsovertimeforrepaairofvandalismandremovalofgraffiti
- ☐ Residentreports
- ☐ PHAemployeereports
- ☐ Policereports
- ☐ Demonstrable,quantifiablesucc esswithpreviousorongoinganticrime/anti drugprograms
- ☐ Other(describbelow)

3.Whichdevelopmentsaremostaffected?(listbelow)

#### **B.CrimeandDrugPreventionactivitiesthePHAhasundertakenorplansto undertakeinthenextPHAfiscalyear**

1. List the crime prevention activities the PHA has undertaken or plan to undertake: (select all that apply)

- ☐ Contracting with outside and/or resident organizations for the provision of crime-and/or drug -prevention activities
- ☐ Crime Prevention Through Environmental Design
- ☐ Activities targeted to at -risk youth, adults, or seniors
- ☐ Volunteer Resident Patrol/Block Watchers Program
- ☐ Other (describe below)

2. Which developments are most affected? (list below)

### C. Coordination between PHA and the police

1. Describe the coordination between the PHA and the appropriate police precincts for carrying out crime prevention measures and activities: (select all that apply)

- ☐ Police involvement in development, implementation, and/or ongoing evaluation of drug -elimination plan
- ☐ Police provide crime data to housing authority staff for analysis and action
- ☐ Police have established a physical presence on housing authority property (e.g., community policing office, officer in residence)
- ☐ Police regularly testify in and otherwise support eviction cases
- ☐ Police regularly meet with the PHA management and residents
- ☐ Agreement between PHA and local law enforcement agency for provision of above-baseline law enforcement services
- ☐ Other activities (list below)

2. Which developments are most affected? (list below )

### D. Additional information as required by PHDEP/PHDEP Plan

PHA eligible for FY 2000 PHDEP funds must provide a PHDEP Plan meeting specified requirements prior to receipt of PHDEP funds.

- ☐ Yes ☐ No: Is the PHA eligible to participate in the PHDEP in the fiscal year covered by this PHA Plan?
- ☐ Yes ☐ No: Has the PHA included the PHDEP Plan for FY 2000 in this PHA Plan?
- ☐ Yes ☐ No: This PHDEP Plan is an Attachment. (Attachment Filename: \_\_\_\_)

## **14. RESERVED FOR PET POLICY**

[24 CFR Part 903.79(n)]

## **15.CivilRightsCertifications**

[24CFRPart903.79(o)]

CivilrightscertificationsareincludedinthePHAPlanCertificationsofCompliance withtheP HAPlansandRelatedRegulations.

## **16.FiscalAudit**

[24CFRPart903.79(p)]

1. ☒ Yes ☐ No: IsthePHArequiredtohaveanauditconductedundersection 5(h)(2)oftheU.S.HousingActof1937(42US.C.1437c(h))? (Ifno,s kiptocomponent17.)
2. ☒ Yes ☐ No: WasthemostrecentfiscalauditsubmittedtoHUD?
3. ☐ Yes ☒ No: Werethereanyfindingsastheresultofthataudit?
4. ☐ Yes ☐ No: Iftherewer eanyfindings,doanyremainunresolved? Ifyes,howmanyunresolvedfindingsremain?\_\_\_\_\_
5. ☐ Yes ☐ No: Haveresponsestoanyunresolvedfindingsbeensubmittedto HUD? Ifnot,whenaretheydue(statebelow)?

## **17.PHA AssetManagement -N/AtoCityofTempe**

[24CFRPart903.79(q)]

Exemptionsfromcomponent17:Section8OnlyPHAsarenotrequiredto completethiscomponent. HighperformingandsmallPHAsarenotrequiredto completethiscomponent.

1. ☐ Yes ☐ No:IsthePHAengaginginanyactivities thatwillcontribute tothe long-termassetmanagementofitspublichousingstock, includinghowtheAgencywillplanforlong -termoperating, capitalinvestment,rehabilitation,m odernization,disposition,and otherneedsthathave **not**beenaddressedelsewhereinthisPHA Plan?
2. WhattypesofassetmanagementactivitieswillthePHAundertake?(selectallthat apply)
  - ☐ Notapplicable
  - ☐ Privatemanage ment
  - ☐ Development-basedaccounting
  - ☐ Comprehensivestockassessment
  - ☐ Other:(listbelow)
3. ☐ Yes ☐ No:Has thePHAincludeddescriptionsofassetmanagementactivities inthe **optional**PublicHousingAssetManagementTable?

## **18. Other Information**

[24CFR Part 903.79(r)]

The Tempe Housing Authority contacted Section 8 residents who are participating in the Family Self-Sufficiency Program to determine interest in participating on the advisory board. Three Section 8 participants volunteered to assist in the review of the Agency Plan. The participants selected were:

- a single wage-earning female with children; is a certified sign language assistant; has been under an FSS Contract of Participations since November, 1996.
- A single female with disabilities; completed community college and is seeking employment that accommodates disability; has been under an FSS Contract of Participations since July, 1998.
- A single female with disabilities; will be completing college with a degree in psychology; has been under an FSS Contract of Participations since July, 1998.

These three participants are representative of our Section 8 program.

### **A. Resident Advisory Board Recommendations**

1. ☒ Yes ☐ No: Did the PHA receive any comments on the PHA Plan from the Resident Advisory Board/s?

2. If yes, the comments are: (if comments were received, the PHA **MUST** select one)

☐ Attached as Attachment (File name)

☒ Provided below:

"Thank you for allowing me to participate in this process. For the FSS Action Plan, I would just like to add that there is an option to extend one's participation in the program for an additional two years.

For the PHA Plan, I would just like to say that we need to amend page 9 that the Tempe plans should read that the waiting list is closed as of November 1, 2001. Also pp. 19 -20, that PHA will be soliciting criminal records through Tempe police department. Also on page 20, the PHA does give extensions to 90 -days in searching for a unit. The only other amendments to the PHA are the figures in the number crunching. Thank you once again and feel free to contact me in the future."

**[Additional comments received during the comment period will be entered in the final draft.]**

3. In what manner did the PHA address those comments? (select all that apply)

- ☐ Considered comments, but determined that no changes to the PHA Plan were necessary.
- ☒ The PHA changed portions of the PHA Plan in response to comments  
List changes below:  
The applicable sections were updated.
- ☐ Other: (list below)

### **B. Description of Election process for Residents on the PHA Board**

1. ☒ Yes ☐ No: Does the PHA meet the exemption criteria provided section 2(b)(2) of the U.S. Housing Act of 1937? (If no, continue to question 2; if yes, skip to sub-component C.)
2. ☐ Yes ☐ No: Was there a resident who serves on the PHA Board elected by the residents? (If yes, continue to question 3; if no, skip to sub-component C.)

3. Description of Resident Election Process - N/A

a. Nomination of candidates for place on the ballot: (select all that apply)

- ☐ Candidates were nominated by resident and assisted family organizations
- ☐ Candidates could be nominated by any adult recipient of PHA assistance
- ☐ Self-nomination: Candidates registered with the PHA and requested a place on ballot
- ☐ Other: (describe)

b. Eligible candidates: (select one)

- ☐ Any recipient of PHA assistance
- ☐ Any head of household receiving PHA assistance
- ☐ Any adult recipient of PHA assistance
- ☐ Any adult member of a resident or assisted family organization
- ☐ Other (list)

c. Eligible voters: (select all that apply)

- ☐ All adult recipients of PHA assistance (public housing and section 8 tenant based assistance)
- ☐ Representatives of all PHA resident and assisted family organizations
- ☐ Other (list)

### **C. Statement of Consistency with the Consolidated Plan**



For each applicable Consolidated Plan, make the following statement (copy questions as many times as necessary).

1. Consolidated Plan jurisdiction: City of Tempe, Arizona

2. The PHA has taken the following steps to ensure consistency of this PHA Plan with the Consolidated Plan for the jurisdiction: (select all that apply)

- ☒ The PHA has based its statement of need of families in the jurisdiction on the need expressed in the Consolidated Plan/s.
- ☒ The PHA has participated in any consultation process organized and offered by the Consolidated Plan agency in the development of the Consolidated Plan.
- ☒ The PHA has consulted with the Consolidated Plan agency during the development of this PHA Plan.
- ☒ Activities to be undertaken by the PHA in the coming year are consistent with the initiatives contained in the Consolidated Plan. (list below)
- ☐ Other: (list below)

4. The Consolidated Plan of the jurisdiction supports the PHA Plan with the following actions and commitments: (describe below)

The Consolidated Plan for the City of Tempe supports the PHA's goal of applying for additional Section 8 tenant-based units. The Plan also supports the PHA's plan to apply for special-purpose voucher targeted to families with disabilities. The Consolidated Plan lists this special population as having unmet needs and a high priority housing need.

The Consolidated Plan supports the PHA's goal of increasing the number of affordable housing units by applying for additional Section 8 units should they become available.

The Consolidated Plan also indicates a high priority housing need for families at or below 30% of area median income. The PHA Agency Plan lists a strategy of exceeding the HUD federal targeting requirements for families at or below 30% of AMI in tenant-based assistance. This strategy conforms with the Plan's goals.

The PHA's goal of developing a first-time homebuyer's program conforms with the affordable housing strategies listed in the Consolidated Plan.

#### **D. Other Information Required by HUD**

Use this section to provide any additional information requested by HUD.

**Definition of “substantial deviation” and “significant amendment or modification”:**

Substantial deviations or significant amendments or modifications are defined as discretionary changes in the plans or policies of the housing authority that fundamentally change the mission, goals, objectives, or plans of the agency and which require formal approval of the City Council of the City of Tempe.

**Attachments**

- A. PHA Management Organizational Chart
- B. Cooperative Agreement between TANF and PHA
- C. Resolution 2002.15; Approval of the City of Tempe Housing Authority's Agency Annual Plan, FY 2002 - 2003.
- D. HUD-50075; Certification by State or Local Official of PHA Plans Consistency with the Consolidated Plan
- E. PHA Certification of Compliance with the PHA Plans and Related Regulations
- F. HUD-50070; Certification for a Drug -Free Workplace
- G. HUD-50071; Certification of Payments to Influence Federal Transactions
- H. Public Notices

Use this section to provide any additional attachments referenced in the Plans

# PHAPlan TableLibrary

N/AtoCityofTempeH.A.

Component7  
CapitalFundProgramAnnualStatement  
PartsI,II,andII

## AnnualStatement CapitalFundProgram(CFP)PartI:Summary

CapitalFundGrantNumber      FFYofGrantAppro      val: (MM/YYYY)

☐ OriginalAnnualStatement

LineNo.	SummarybyDevelopmentAccount	TotalEstimated Cost
1	TotalNon -CGPFunds	
2	1406Operations	
3	1408ManagementImprovements	
4	1410Administration	
5	1411Audit	
6	1415LiquidatedDamages	
7	1430FeesandCosts	
8	1440SiteAcquisition	
9	1450SiteImprovement	
10	1460DwellingStructures	
11	1465.1DwellingEquipment -Nonexpendable	
12	1470Nondwel lingStructures	
13	1475NondwellingEquipment	
14	1485Demolition	
15	1490ReplacementReserve	
16	1492MovingtoWorkDemonstration	
17	1495.1RelocationCosts	
18	1498ModUsedforDevelopment	
19	1502Contingency	
20	<b>AmountofAnnualGrant(Sumoflines2 -19)</b>	
21	Amountofline20RelatedtoLBPActivities	
22	Amountofline20RelatedtoSection504Compliance	
23	Amountofline20RelatedtoSecurity	
24	Amountofline20RelatedtoEnergyConservation Measures	

**AnnualStatement**  
**CapitalFundProgram(CFP)PartII:SupportingTable**

Development Number/Name HA-WideActivities	GeneralDescriptionofMajorWork Categories	Development Account Number	Total Estimated Cost

**AnnualStatement**  
**CapitalFundProgram(CFP)PartIII:ImplementationSchedule**

Development Number/Name HA-WideActivities	AllFundsObligated (QuarterEndingDate)	AllFundsExpended (QuarterEndingDate)

Optional Table for 5 -Year Action Plan for Capital Fund (Component 7)

Complete one table for each development in which work is planned in the next 5 PHA fiscal years. Complete a table for any PHA-wide physical or management improvements planned in the next 5 PHA fiscal year. Copy this table as many times as necessary. Note: PHAs need not include information from Year One of the 5 -Year cycle, because this information is included in the Capital Fund Program Annual Statement.

Optional 5 -Year Action Plan Tables				
Development Number	Development Name (or indicate PHA wide)	Number Vacant Units	% Vacancies in Development	
Description of Needed Physical Improvements or Management Improvements			Estimated Cost	Planned Start Date (HA Fiscal Year)
Total estimated cost over next 5 years				












The City of Tempe does not, in the provision of services, or in any manner, discriminate on the basis of race, color, national origin, religion, sex, family status or disability.

  
Signed/Dated by PHA Board Chair or other authorized PHA official

**Memorandum of Understanding**  
**between**  
**The U.S. Department of Housing and Urban Development**  
**The Arizona Department of Economic Security**  
**Maximus-Arizona Works and**  
**The City of Tempe**

**SUBJECT:**

**Memorandum of Understanding among the U.S. Department of Housing and Urban Development (HUD), the Arizona Department of Economic Security (DES), Maximus-Arizona Works, and the City of Tempe (City) to improve, through collaboration and partnership, services administered by each of the partners which impact the self-sufficiency of concurrently enrolled low-income clients.**

***I. Purpose and Background:***

The U. S. Department of Housing and Urban Development, the Arizona Department of Economic Security, Maximus-Arizona Works and the City of Tempe enter into this Memorandum of Understanding to assure that linkages are strengthened and/or developed to provide opportunities of self-sufficiency for low-income residents who reside in federally assisted (Section 8) housing and are enrolled in state public assistance programs.

The efforts to move low-income residents off welfare and out of federally assisted housing can occur when the agencies responsible for operating these programs work together.

In cases where HUD and DES have the primary responsibility for administering funding, oversight and enforcement directly to city departments or their designated divisions, this agreement is mute and follows the guidelines of the related Acts and Regulations as set forth by law(s).

The expressed purpose of this Memorandum of Understanding is expressed to focus resources and "foster" resident self-sufficiency for the mutual clients of the parties.

***II. Goals and Objectives:***

- To participate on joint task teams to ensure technical competence, expertise and consistency in delivering related program services.
- To develop improved coordination and communication mechanisms between the partners resulting in effective use of public resources and greater success of program participation.
- To support improved data sharing and problem solving in areas where mutual clients are represented.
- To identify and resolve, in a timely manner, policy and program issues which are crosscutting and have significant impact on mutual clients.



**III. Implementation Plan:**

HUD, DES, Maximus-Arizona Works, and the City of Tempe will establish a cross-agency team to develop action plans and appropriate measures directed toward the desired goals and objectives.

**IV. Cancellation:**

This Memorandum of Understanding may be cancelled pursuant to ARS 38-511 in the event there is a conflict of interest or for cause or convenience upon notice to the other parties.

**V. Approvals:**

This Memorandum of Understanding shall be deemed effective on the date of the last signature below:

**Approved and Accepted for the U.S. Department of Housing and Urban Development:**

By: Terry Goddard 11/02/01  
Terry Goddard, State Coordinator  
Arizona State Office HUD Date

**Approved and Accepted for the Arizona Department of Economic Security:**

By: John L. Clayton NOV 6 2001  
John Clayton, Director Date

**Approved and Accepted for Maximus-Arizona Works**

By: Akbar Piloti 10/25/01  
Akbar Piloti,  
President Workforce Services Division Date

**Approved and Accepted for the City of Tempe:**

CITY OF TEMPE, a municipal corporation

By: Will Magley 9/26/01  
Will Magley, City Manager Date

**RESOLUTION NO. 2002.15**

**A RESOLUTION OF THE CITY COUNCIL OF TEMPE,  
ARIZONA AUTHORIZING THE SUBMISSIONS OF THE TEMPE  
HOUSING AUTHORITY ANNUAL PLAN FOR FY 2002/2003.**

**WHEREAS**, the Department of Housing and Urban Development (HUD) requires Housing Agencies to complete an Annual Plan; and

**WHEREAS**, the City of Tempe desires to participate in the Section 8 Housing Assistance Program and pursuant to the program requirements, has held a public hearing allowing citizens and groups to participate in the determination of goals, objectives and program administrative policies, and

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF TEMPE ARIZONA**, as follows:

**Section 1:** The City of Tempe's Housing Agency Plan (FY2002-2003) are hereby approved and,

**Section 2:** The City Manager is authorized and directed to execute the required certifications of compliance associated with the Tempe Housing Authority's Plan and related regulations.

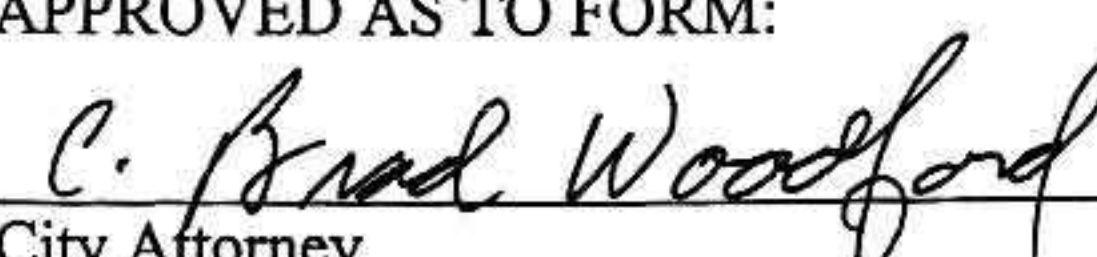
**PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF TEMPE, ARIZONA**, this 28<sup>th</sup> day of March, 2002.

  
\_\_\_\_\_  
Mayor Neil G. Giuliano

ATTEST:

  
\_\_\_\_\_  
City Clerk

APPROVED AS TO FORM:

  
\_\_\_\_\_  
City Attorney



**Certification by State or Local Official of PHA Plans Consistency with  
the Consolidated Plan**

I, Will Manley the City Manager certify  
that the Five Year and Annual PHA Plan of the City of Tempe Housing Authority is  
consistent with the Consolidated Plan of City of Tempe prepared  
pursuant to 24 CFR Part 91.

  
\_\_\_\_\_

Signed / Dated by Appropriate State or Local Official



**PHA Certifications of Compliance with the PHA Plans  
and Related Regulations  
Board Resolution to Accompany the PHA Plan**

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairman or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year Plan and Annual Plan for PHA fiscal year beginning 7/1/02, hereinafter referred to as the Plan of which this document is a part and make the following certifications and agreements with the Department of Housing Development (HUD) in connection with the submission of the Plan and implementation thereof:

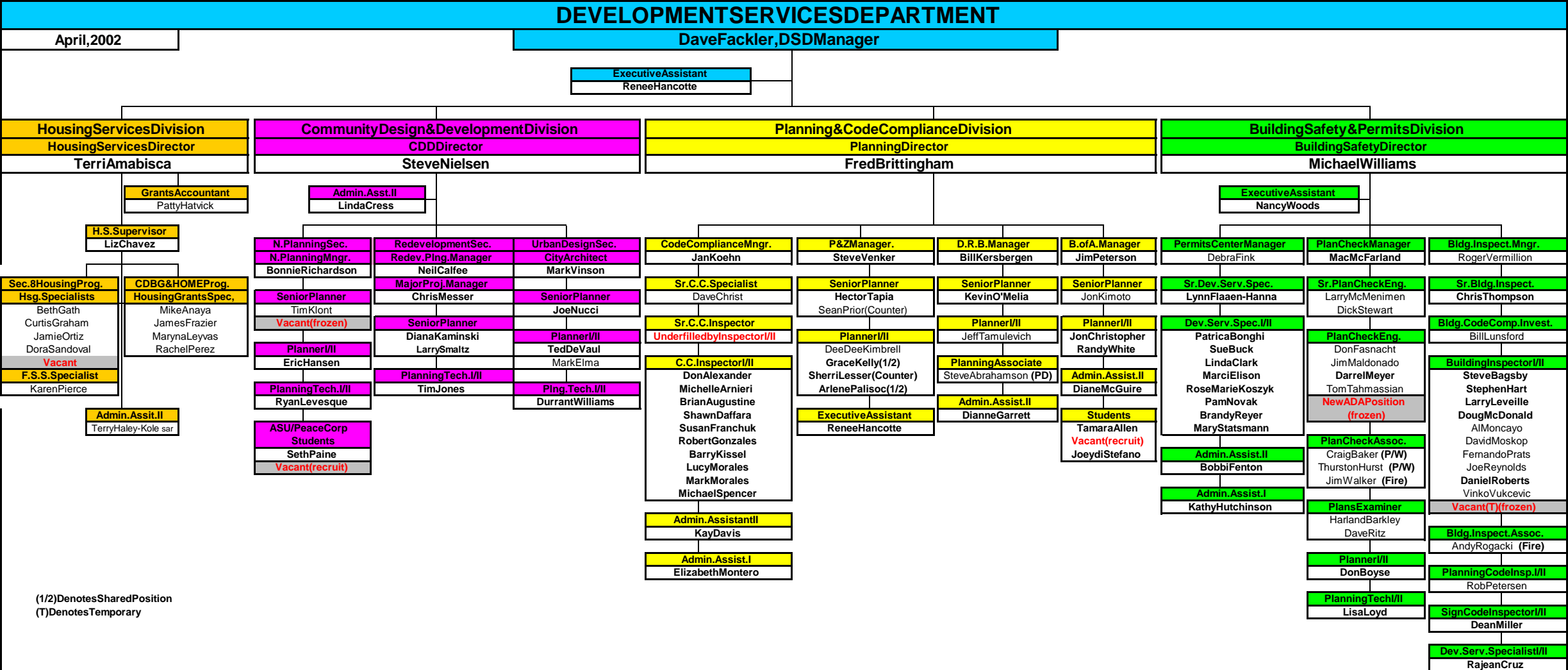
1. The Plan is consistent with the applicable comprehensive housing affordability strategy (or any plan incorporating such strategy) for the jurisdiction in which the PHA is located.
2. The Plan contains a certification by the appropriate State or local officials that the Plan is consistent with the applicable Consolidated Plan, which includes a certification that requires the preparation of an Analysis of Impediments to Fair Housing Choice, for the PHA's jurisdiction and a description of the manner in which the PHA Plan is consistent with the applicable Consolidated Plan.
3. The PHA has established a Resident Advisory Board or Boards, the membership of which represents the residents assisted by the PHA, consulted with this Board or Boards in developing the Plan, and considered the recommendations of the Board or Boards (24 CFR 903.13). The PHA has included in the Plan submission a copy of the recommendations made by the Resident Advisory Board or Boards and a description of the manner in which the Plan addresses these recommendations.
4. The PHA made the proposed Plan and all information relevant to the public hearing available for public inspection at least 45 days before the hearing, published a notice that a hearing would be held and conducted a hearing to discuss the Plan and invited public comment.
5. The PHA will carry out the Plan in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, section 504 of the Rehabilitation Act of 1973, and title II of the Americans with Disabilities Act of 1990.
6. The PHA will affirmatively further fair housing by examining their programs or proposed programs, identify any impediments to fair housing choice within those programs, address those impediments in a reasonable fashion in view of the resources available and work with local jurisdictions to implement any of the jurisdiction's initiatives to affirmatively further fair housing that require the PHA's involvement and maintain records reflecting these analyses and actions.
7. For PHA Plan that includes a policy for site based waiting lists:
  - The PHA regularly submits required data to HUD's MTCS in an accurate, complete and timely manner (as specified in PIH Notice 99-2);
  - The system of site-based waiting lists provides for full disclosure to each applicant in the selection of the development in which to reside, including basic information about available sites; and an estimate of the period of time the applicant would likely have to wait to be admitted to units of different sizes and types at each site;
  - Adoption of site-based waiting list would not violate any court order or settlement agreement or be inconsistent with a pending complaint brought by HUD;
  - The PHA shall take reasonable measures to assure that such waiting list is consistent with affirmatively furthering fair housing;
  - The PHA provides for review of its site-based waiting list policy to determine if it is consistent with civil rights laws and certifications, as specified in 24 CFR part 903.7(c)(1).

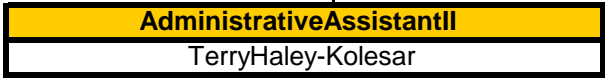
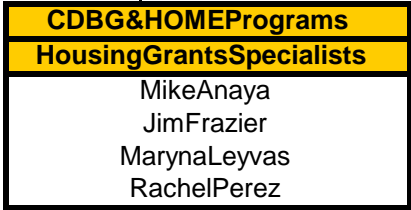
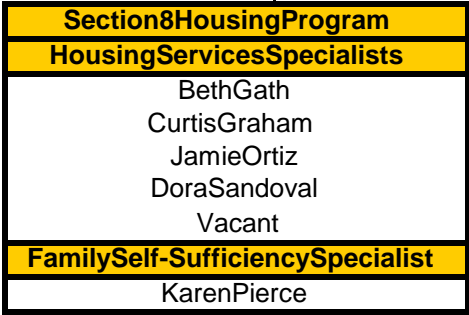


**PHA Certifications of Compliance with the PHA Plans  
and Related Regulations  
Board Resolution to Accompany the PHA Plan**

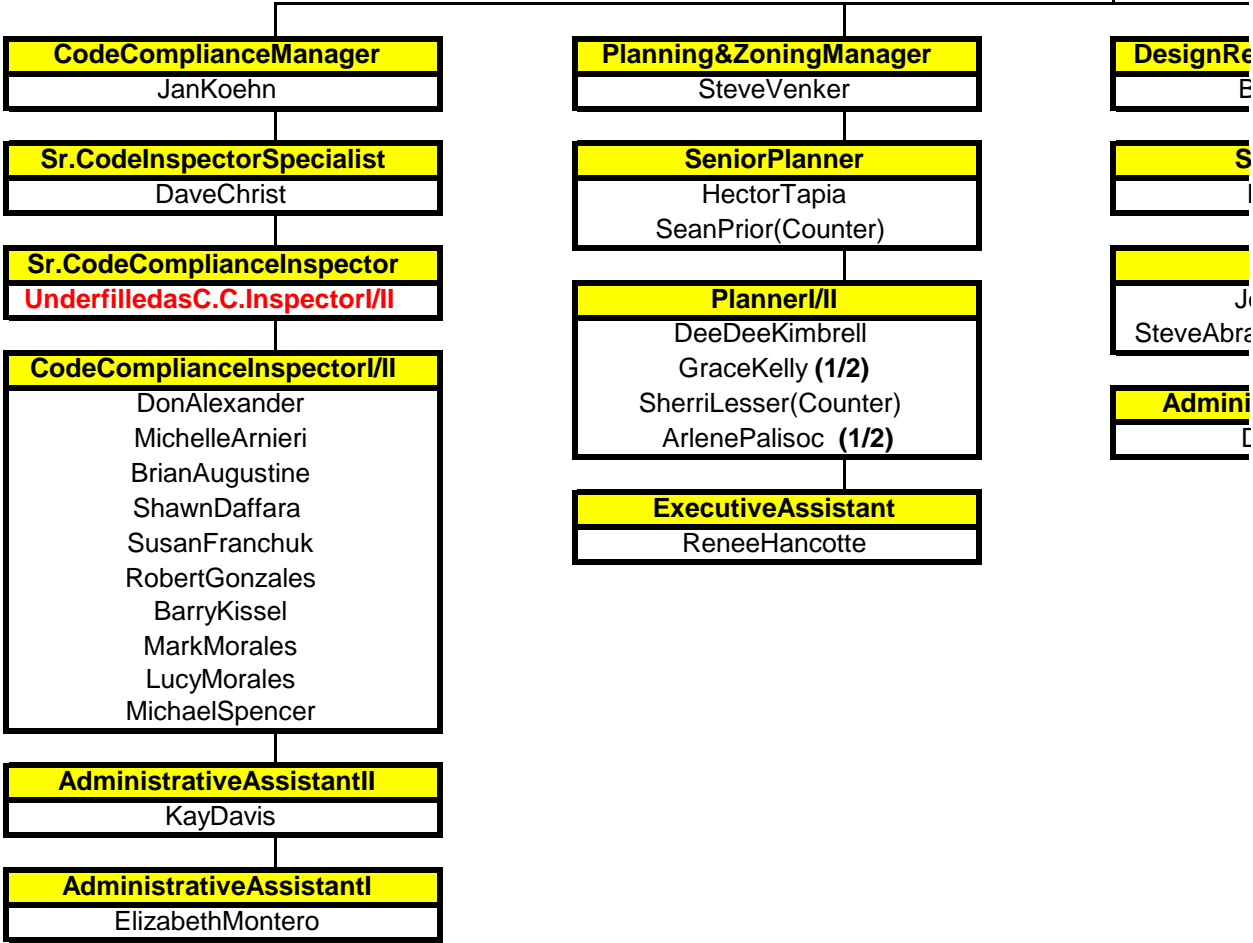
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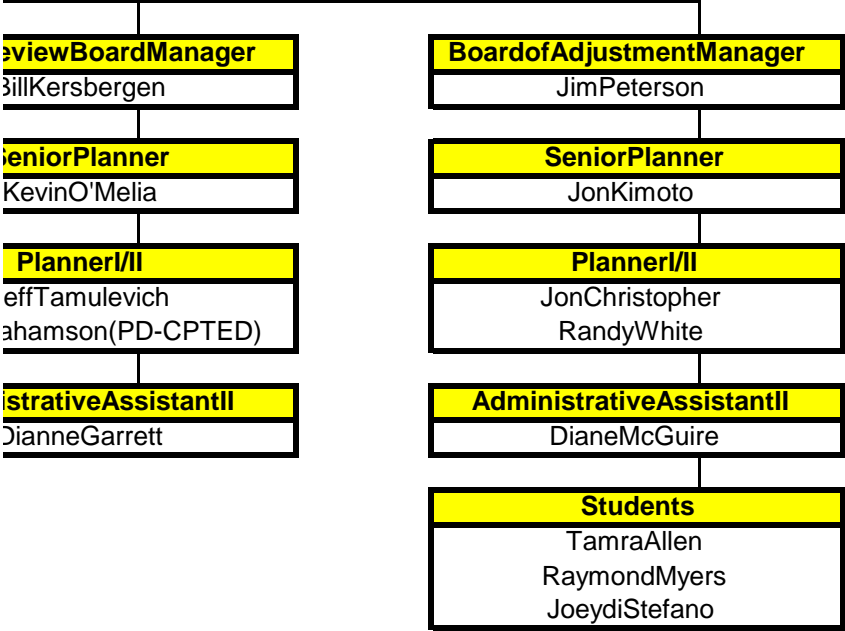




**DEVELOPMENT SERVICES DEPARTMENT**  
**Planning and Code Compliance Division**  
**Division Administration**  
**Fred Brittingham, Planning Director**



<b>DEPARTMENT</b>
<b>Division</b>
<b>Director</b>

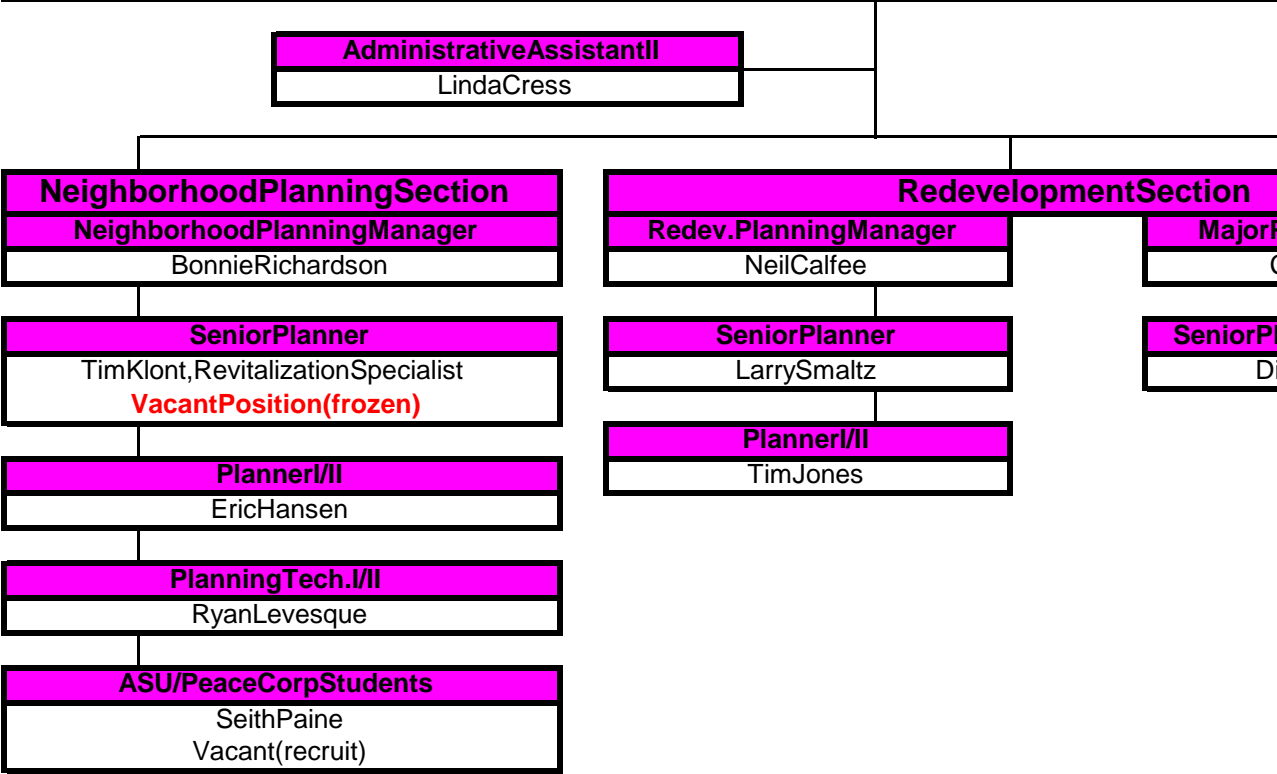


DEVELOPMENT SERVICES DEPARTMENT

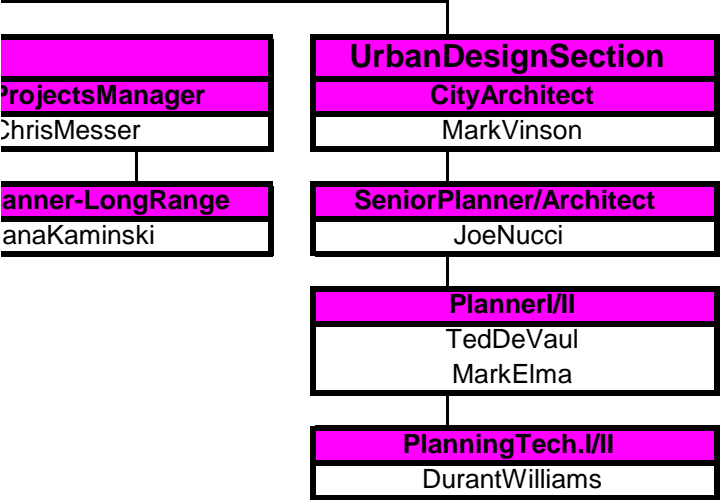
Community Design and Development Division

Division Administration

Steve Nielsen, Redevelopment Director



DEPARTMENT
Division





**DEVELOPMENT SERVICES DEPT**  
**Building Safety and Permits Division**  
**Division Administration**  
**Mike Williams, Building Safety Director**

**Executive Assistant**  
Nancy Woods

**Permits Center Manager**  
Debra Fink

**Sr. Development Services Specialist**  
Lynn Flaaen-Hanna

**Development Services Specialist I/II**  
Patrica Bonghi  
Sue Buck  
Linda Clark  
Marcie Elison  
Rose Marie Koszyk  
Pam Novak  
Brandy Reyer  
Mary Statsmann

**Administrative Assistant II**  
Bobbi Fenton

**Administrative Assistant I**  
Kathy Hutchinson

**Plan Check Manager**  
Mac McFarland

**Sr. Plan Check Engineer**  
Larry McMenimen  
Dick Stewart

**Plan Check Engineer**  
Don Fasnacht  
Jim Maldonado  
Darrell Meyer  
Tom Tahmassian  
**Vacant ADA Position (frozen)**

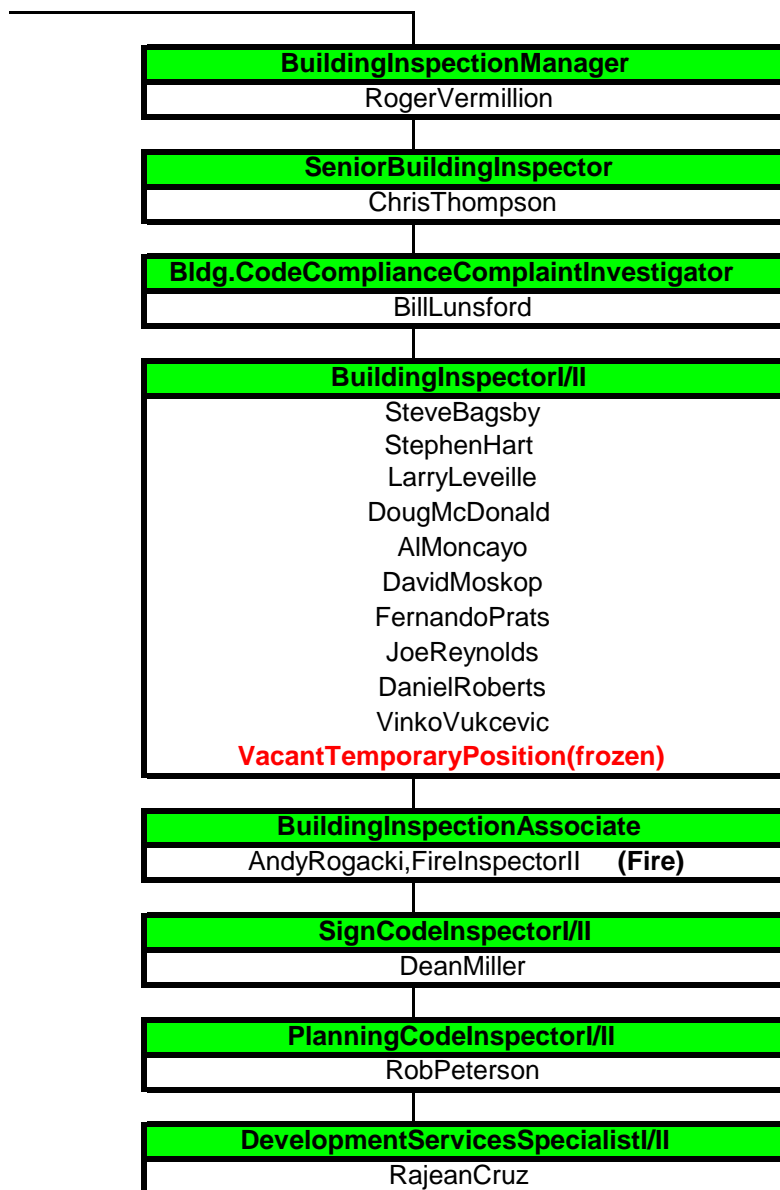
**Plan Check Associates**  
Craig Baker, Civil Eng. Tech (P/W)  
Thurston Hurst, Civil Eng. Tech (P/W)  
Jim Walker, Fire Inspector I (Fire)

**Plans Examiner**  
Harland Barkley  
Dave Ritz

**Planner/II (Plan Check)**  
Don Boyse

**Planning Tech I/II (Plan Check)**  
Lisa Loyd

<b>DEPARTMENT</b>
<b>Division</b>
<b>Director</b>



# Certification for a Drug-Free Workplace

U.S. Department of Housing  
and Urban Development

Applicant Name

City of Tempe; Housing Services Division

Program/Activity Receiving Federal Grant Funding

Section 8 Rental Assistance Program

Acting on behalf of the above named Applicant as its Authorized Official, I make the following certifications and agreements to the Department of Housing and Urban Development (HUD) regarding the sites listed below:

I certify that the above named Applicant will or will continue to provide a drug-free workplace by:

a. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the Applicant's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

b. Establishing an on-going drug-free awareness program to inform employees ---

(1) The dangers of drug abuse in the workplace;

(2) The Applicant's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.

c. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph a.;

d. Notifying the employee in the statement required by paragraph a. that, as a condition of employment under the grant, the employee will ---

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;

e. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph d.(2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;

f. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph d.(2), with respect to any employee who is so convicted ---

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

g. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs a. thru f.

2. **Sites for Work Performance.** The Applicant shall list (on separate pages) the site(s) for the performance of work done in connection with the HUD funding of the program/activity shown above: Place of Performance shall include the street address, city, county, State, and zip code. Identify each sheet with the Applicant name and address and the program/activity receiving grant funding.)

132 E. Sixth Street, Suite 201, Tempe, Maricopa County, AZ 86281

31 E. Sixth Street, Tempe, Maricopa County, AZ 85281

Check here ☐ if there are workplaces on file that are not identified on the attached sheets.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.

(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

Terri Amabisca

Title

Housing Services Division

Signature

Date

4/15/2002

form HUD-50070 (3/98)

ref. Handbooks 7417.1, 7475.13, 7485.1 & .3



# Certification of Payments to Influence Federal Transactions

U.S. Department of Housing  
and Urban Development  
Office of Public and Indian Housing

Applicant Name

City of Tempe; Housing Services Division

Program/Activity Receiving Federal Grant Funding  
Section 8 Rental Assistance Program

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.

**Warning:** HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties.  
(18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

Terri Amabisca

Title

Housing Services Division

Signature



Date (mm/dd/yyyy)

04/15/2002

Previous edition is obsolete

form HUD 50071 (3/98)  
ref. Handbooks 7417.1, 7475.13, 7485.1, & 7485.3

# NOTICE

The City of Tempe Housing Authority has developed its Annual Plan for fiscal year 2002/2003 in compliance with the Quality Housing and Work Responsibility Act of 1998.

This document is available for review at the Housing Services Division Office, located at 132 E. Sixth Street, Suite 201, Tempe, AZ from 7:00a.m. to 5:00pm.

In addition, a public hearing will be held on March 28, 2002 at the regularly scheduled City Council meeting at 7:30pm at the City of Tempe Council Chambers, 31 E. Fifth Street.

Comments on the Annual Plan must be submitted in writing to the Housing Authority at P.O. Box 5002, Tempe, AZ 85280.

**Sí usted desea interpretación de esta noticia en Español, por favor llame y deje mensaje para Liz Chavez, 480-350-8950 (TDD: 480-350-8913)**





RECEIVED  
MAR 17 2002 11:10:51  
TEMPER HOSING  
AND DEVELOPMENT

# THE Tribune

Legal Advertising

120 W. First Avenue Mesa, Arizona 85210

## Affidavit of Publication

Billing Account# 0059503

P.O. NUMBER: Notice Annual Plan for Fiscal Year 2002-2003

Invoice Number: 185913

Price: \$36.77

STATE OF ARIZONA  
County of Maricopa

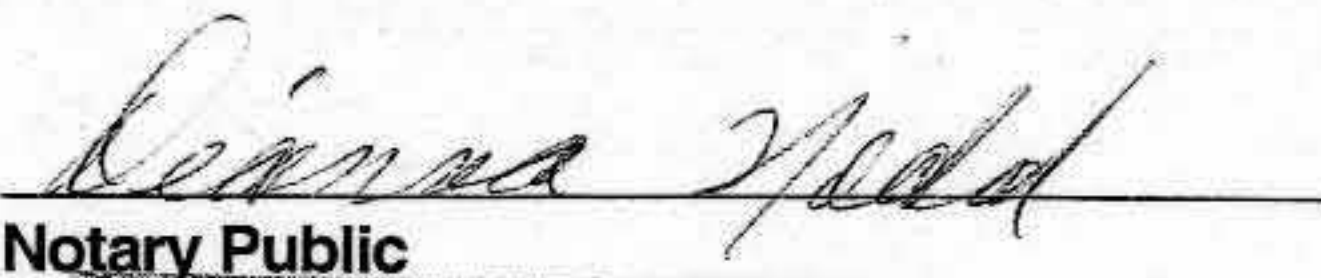
I, Donna Klotz, Legal Clerk, acknowledge  
that the attached ad was published  
in a newspaper of general circulation.  
The dates of the publication are as follows:  
March 18, 25, 2002

The Tribune (East Valley & Scottsdale Edition)

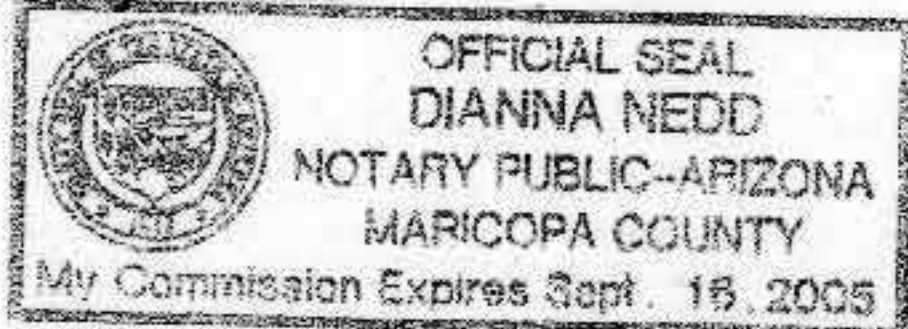


Legal Clerk

Donna Klotz, personally appeared before me, whom I know personally to be the  
person who signed the above/attached document  
and he/she proved he/she signed it.  
March 25, 2002



Notary Public



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Mar 18, 25, 2002/185913